

***Kodiak
Community
College
1983-84***



Kodiak Community College 1983-84



Although this catalog was prepared on the basis of the best information available at the time, all information (including the instructional calendar, admission and graduation requirements, course offerings and course descriptions, and statements of tuition and fees) is subject to change without notice or obligation. This catalog is for information purposes only. Its contents shall not be construed as a contract between Kodiak Community College and prospective and enrolled students. The information contained herein was true and accurate at the time of submission to the printer.

It is the policy of the University of Alaska to provide equal educational and employment opportunities, to provide services and benefits to all students and employees without regard to race, color, religion, sex, handicap or veteran status in accordance with the laws enforced by the Dept. of HEW/OCR and OEO/DOL. (Including Presidential Executive Order 11246 as amended, Title VI of the 1964 Civil Rights Act, Title IX of the Educational Amendment of 1972, Rehabilitation Act of 1973 and Title 41, parts 60-1, 60-2, 60-3, 60-20 and 60-50 and Sections 799A and 845 of the Public Health Service Act where applicable).

It is the responsibility of the individual student to become familiar with the announcements and regulations of KOCC printed in this catalog.

While every effort is made to ensure the accuracy of the information contained in this catalog, the Kodiak Community College catalog is not a contract but rather a guide for the convenience of students. The University reserves the right to change or withdraw courses, to change the fees, rules and calendar for admission, registration, instruction, and graduation and to change other regulations affecting the student body, at any time.

VOLUME 8

Sources of Information

KODIAK COMMUNITY COLLEGE

Post Office Box 946
Kodiak, Alaska 99615
(907) 486-4161

KODIAK COMMUNITY COLLEGE Kodiak, Alaska

Campus President	Carolyn Floyd
Director of Academic Affairs	Carol Hagel
Director of Student Services	Paul Stubbe
Business Manager	Harold Naughton
Director of Physical Plant	Wilbur Manning
Registration	Dee McDaniel
Librarian	Charlotte Hatfield
Personnel	Patricia Mahoney
Veterans Affairs	Dee McDaniel
Adult Education:	
Regional/Village Coordinator	John Mahoney
Urban Program Coordinator	Lynda Ritacco
Coast Guard Coordinator	Clint Sturdevant

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KODIAK COMMUNITY COLLEGE ACADEMIC CALENDAR 1983 - 84

FALL SEMESTER

Registration. September 6, 7, 8, 1983
Classes Begin September 12, 1983
Semester Ends. December 22, 1983

SPRING SEMESTER

Registration. January 16, 17, 18, 1984
Classes Begin January 23, 1984
Semester Ends. May 3, 1984

SUMMER REGISTRATION

Announcement of registration dates and times of instruction will be made two weeks prior to registration for specific summer course offerings.

COLLEGE HISTORY AND GENERAL DESCRIPTION

Kodiak Community College is a cooperative educational enterprise under the University of Alaska in accordance with the Community College Act of the State of Alaska.

The college began operation in the fall of 1968 in the State Vocational Building at Kodiak High School. There were 95 students enrolled in 8 classes.

In 1972 the first building was constructed on the present grounds of the 60-acre campus, approximately two miles northeast of the City of Kodiak.

In the spring of 1983 there were a total of 220 classes offered including open-entry/open-exit labs in Adult Education, Math, Writing and Office Occupations with a total enrollment of 1,300 students.

The Community College offers many programs. Its basic education program includes skills training and preparation for the high school equivalency tests (G.E.D.).

It provides numerous academic credit courses which may lead to an Associate Degree and may be transferred to other colleges. Programs are offered in several vocational areas, as well as recreational and personal enrichment pursuits.

The college sponsors the Fisheries Institute, which brings fisheries technology specialists to the fishermen in Kodiak.

There is a constant demand from local educators for courses to upgrade their teaching skills and credentials. The college continues to coordinate upper division and graduate courses through the University of Alaska. A number of local teachers have obtained their Masters Degrees through these classes.

Programs have been coordinated with the following local agencies and groups:

Kodiak Area Native Assn. Adult Education
Business Administration

Fisheries Industrial Technology Center Workshops/Seminars

Kodiak Police Dept. and Court
System Police Administration Courses

Kodiak Fishermen Annual Fisheries Institute

Kodiak Processors Coordinate special seminars – two year
FDA & National Canners and OSHA

Kodiak Women's Resource
and Crisis Center Crisis Line Intervention Training

Kodiak Island Hospital Nurse's Aide Training Program

Kodiak Alcoholism Information, Education and
Referral Center College classes and summer workshop

National Secretaries Assn., Kodiak Chapter. . . . Annual workshop

Alaska Growth Policy Council. Alaska Public Forum

Kodiak Community College is approved as a testing center for the following tests:

Admission Test for Graduate Study in Business
Certified Professional Secretary Examination
General Educational Development Tests
Graduate Record Examination
Law School Admissions Test

Proctoring of special tests is provided at the request of individuals or community organizations.

Students may be referred into Community College programs by different agencies which pay the tuition costs for the students. These include the Office of Vocational Rehabilitation, Department of Welfare, Department of Labor, law enforcement agencies and the Bureau of Indian Affairs.

Because of active community participation in college programs and increased enrollment, Kodiak is included in the building program for the University of Alaska. The first building containing seven classrooms, library, and offices was completed in October of 1972. In 1974 a second building containing classrooms, marine diesel shop, vocational shop, ceramics lab and offices was completed. In 1976 a third building containing math, science and vocational labs was opened. In 1980, a fourth building added classrooms and library facilities to the Kodiak Community College complex. In the Fall of 1982, a fifth building was completed that added office occupations, computer, and media services labs. In addition, the building houses the adult education program, student lounges, classrooms, music practice rooms, and a counseling center.



A BRIEF HISTORY OF KODIAK

Inhabited for almost 6,000 years, Kodiak is the first group of islands in the Aleutian Chain. An extension of the Kenai Mountains, the Kodiak Archipelago is composed of 16 major islands and contains roughly 5,000 square miles of land. The major island of Kodiak measures approximately 60 miles in width by 100 miles in length and is considered to be the largest island in the United States, with over 3,500 square miles of land area.

When the Russian fur trader Baranof first arrived at Kodiak in the summer of 1791, he immediately recognized Kodiak as a natural stopping-off point for the transport of goods and services between east and west. Baranof's original warehouse still stands, the oldest Russian building on Alaskan soil and a scant two miles from the present location of Kodiak Community College.

Kodiak, like most of the rest of Alaska, seems to have a history of natural disasters and one of periodic extraction and depletion of natural resources. It has been fortunate in having so many diverse resources that the depletion of one is usually followed closely and overlapped by the discovery and utilization of another.

In the late 1700's it was the sea otter and the Russian-American Fur Company that brought Kodiak into world recognition. As the plentiful sea otter was exterminated, the whale became a major target. Between 1835 and 1869 the majority of whale oil produced by the American fleet was taken from Kodiak waters. By the early 1900's, most of the whales were gone, and whaling activity was reduced to a few shore stations that produced fertilizer and bone meal.

The United States officially purchased Alaska in March of 1867.

The depression of the late 1890's was beginning to impact Kodiak heavily, just as the news of the discovery of gold in Nome reached the rest of the United States. Kodiak, as an ice-free port, again began to be used as a major stopping point on the steamship trips north and south. As the flow of gold slowed in 1903, so did the traffic; but by this time Kodiak's abundant and resilient salmon

had been discovered and the United States had begun to pull out of the depression.

In June of 1912 Mount Katmai erupted and, through a peculiar and constant air current, that eruption sent approximately 18 inches of volcanic ash to fall a hundred miles east on Kodiak and the surrounding waters. The ash fall caved in roofs, filled lakes, choked and poisoned salmon streams and all but destroyed the salmon runs over the next few years. By 1920 the salmon had recovered, a halibut and cod industry was resumed, and these fisheries began to provide the major revenue for the island. Herring stocks appeared in large numbers and they were taken to large shore plants to be reduced to oil and meal.

The multitude of fish carried the people of Kodiak through the Depression of the thirties and to the start of World War II.

Again, its strategic location in the Gulf of Alaska made Kodiak prime for the location of a military base of operation. The Japanese were building installations on U.S. soil at the end of the Aleutian Chain. It was rumored that the Russians also had installations in the offing. The United States responded, slowly at first, and then with great force as the momentum gathered.

In 1939 there were 800 people in the town of Kodiak. In November of 1941 the population had risen to 3,500. Before the war's end the population stood at an estimated 26,000.

With the passing of World War II, life settled down to a more reasonable pace. While most of the military people left, the Naval Station on Kodiak remained open and a number of ex-military people stayed to increase both the town's population and its working force.

A great number of the Japanese who had occupied the Outer Aleutians for three years of the war had seen the riches in the sea, and remembered. They would return to capture them.

Grigorii Shelikov established a post at Three Saints Bay on Kodiak in 1784. In 1791 an earthquake/tidal wave destroyed that post and the majority of the Koniag villages on that side of the

island.

On March 27, 1964, the famous Good Friday Earthquake struck. The quake dropped the entire island of Kodiak from two to six feet into the sea. The tidal wave that followed devastated three of the four existing canneries and leveled all of the houses and buildings in the lower area of the town.

Although a disaster, the Tidal Wave leveled the town and allowed an intelligent and systematic rebuilding to take place. In the years between '64 and present, the population of Kodiak has risen to a stable 8,000.

Japanese fishing efforts off Alaskan shores have been, in part, responsible for the passage of HR 200, which dictates a territorial 200 mile offshore limit and provides means for the prevention of foreign fishing efforts within 200 miles of the coast of the United States. The original Navy Base on Kodiak has since been transferred to the U.S. Coast Guard which has, as one of its duties, the enforcement of the 200 mile limit. The Coast Guard has a present population of 2,900.

The number of canneries has since risen to 15, and Kodiak consistently places second and third in the world with the number of pounds of fish landed. The fleet now operates year around - fishing for three species of crab, herring, salmon, shrimp, halibut and cod. While the Japanese investment in local canneries is high, United States law prevents total foreign ownership.

There is a large timber industry exporting logs to Japan, and two small sawmills cutting lumber for local use.

The next major impact is expected to come from oil exploration in waters offshore Kodiak.

HISTORY OF THE UNIVERSITY

The University of Alaska dates from July 4, 1915, when the Honorable James Wickersham, delegate to Congress from Alaska, laid the cornerstone on land near Fairbanks set aside by Congress on March 4 for the support of a land-grant college. The Territorial Legislature, by its acts of May 3, 1917, accepted the land grant and created a corporation, "The Alaska Agricultural College and School of Mines," defining its duties and providing for a Board of Trustees consisting of eight members.

The college opened for instruction on September 18, 1922, with the Honorable Charles E. Bunnell as president. The college became the University of Alaska by an act of the Territorial Legislature July 1, 1935, and the Board of Trustees became the Board of Regents. The University offered its first summer session in 1947. In 1949, Dr. Terris Moore succeeded President Bunnell, who became President Emeritus.

Dr. Ernest N. Patty, member of the first faculty of the Alaska Agricultural College and School of Mines and former dean of the college, was inaugurated as the third president of the University in 1953 and named President Emeritus upon his retirement in 1960; Dr. William R. Wood became the University's fourth president at that time. Dr. Robert W. Hiatt became the University's fifth president in 1973 upon the retirement of Dr. Wood. Dr. Charles O. Ferguson succeeded Dr. Hiatt in March, 1977, who was followed by Dr. Neil Humphrey, Mr. Foster Diebold and Dr. Jay Barton, the present president.

Today, the University's statewide system includes university centers at Fairbanks, Anchorage and Juneau, and community colleges at Anchorage, Bethel, Fairbanks, Kenai-Soldotna, Ketchikan, Kodiak, Kotzebue, Nome, Palmer, Sitka, and Valdez, as well as 13 extension centers located in other communities of the state.

ACCREDITATION

The Kodiak Community College is accredited by the Northwest Association of Schools and Colleges. The college is an approved institution by the Veterans Administration for the education and training of veterans. As a unit of the statewide system, the college benefits from the University's membership in the Association of American Colleges, the Association of State Universities and Land-Grant Colleges and the institutional membership in the American Council of Education, the American Association of Colleges for Teacher Education and the Western Interstate Commission for Higher Education. The University is on the approved list of colleges and universities of the American Association of University Women.



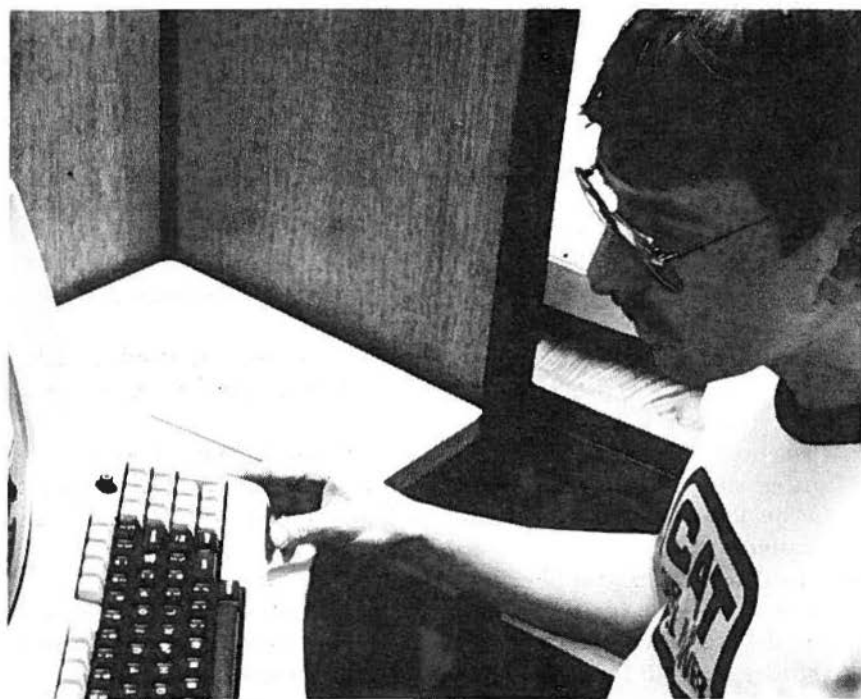
PURPOSES AND OBJECTIVES

The Kodiak Community College exists to provide educational opportunities to all of the people of the Kodiak area based upon the varying requirements of individuals and the needs to the community, including local business and the fishing industry. The college seeks to provide its students with a solid educational foundation which promotes both personal growth and an ability to successfully interact and communicate with other people; and to provide its students with specific skills and competencies so that they may fulfill individual career objectives.

By means of a program that provides a basis for continuing self education, the college endeavors:

1. To provide an educational opportunity to any interested high school graduate or holder of a high school equivalency diploma and to any individual whose age, background, military service and experience make probable the successful completion of study leading to the associate degree.
2. To provide programs, courses, and services in career, transfer, developmental, and continuing education areas, as needs appear, with or without formal matriculation for a degree.
3. To provide a faculty dedicated to teaching excellence and the concept that personal and group interchange between students and instructor is of foremost importance.
4. To seek to instill in each student the ability to think clearly and critically, to communicate effectively, and to assess and reconcile various concerns.
5. To provide counseling and academic advisement and various other needed student services to assist the student in developing a healthful self-concept and in becoming a fully functioning individual.
6. To create a "one-college" atmosphere in which there exists no status distinctions between students, whether they are enrolled as day, evening, fulltime, part-time, on-campus, or off-campus students, including those at outreach locations.
7. To provide a broad and constantly enlarging spectrum of cultural, social, and health/recreational opportunities, and to make the facilities and services of the college available to the entire community.

8. To seize every opportunity, through courses, resources, services, counseling, and activities, to help every student gain desired knowledge and develop a guiding set of personal values.
9. To develop a climate which encourages the continuous examination, improvement, and implementation of college programs and services, together with the instructional processes and practices designed to further them.
10. To promote, in every way possible, an atmosphere of cooperation, partnership, and trust among faculty, students, administration, and Board of Regents in implementing the philosophy and objectives of the College.



ADMISSION

ADMISSION REQUIREMENTS

Students are eligible to enroll for credit classes at the Community Colleges and Extension Centers if they:

1. Have earned a high school diploma or equivalent (GED certificate); or
2. Are 18 years of age or older; or whose high school class has graduated; or
3. Are a high school student with written permission from their parent/guardian, high school principal/counselor, and the college.

TRANSFER STUDENTS

The college will accept transfer credits from other accredited institutions when the grades of courses completed are "C" or above. Transfer credits are evaluated after a student is admitted. The college reserves the right to reject work of doubtful quality or to require an examination before credit is allowed.

Course credit at the 100 and 200 levels from an Alaskan community college or rural education center may be accepted for full credit up to a maximum of 72 hours by the University's baccalaureate degree-granting institutions. Students transferring should consult the Alaska Transfer Guide published by the Alaska Commission on Post-secondary Education.

Course credit transferred from one of the University's baccalaureate degree-granting institutions to another, or credit at the 300, 400 and graduate levels from a Rural Education Center, shall be accepted at full credit.

Members of the Armed Forces who have taken USAFI courses may, upon application for admission and presentation of credentials to the Office of Admissions and Records, receive credits as recommended in the Evaluation of Educational Experiences of the Armed Forces. College credit will not be allowed for the General Education Development Tests.

HIGH SCHOOL STUDENTS

Qualified Alaska high school students are permitted to enroll in classes at the college while attending high school. To qualify for admission to college classes while still attending the high school, a student must have the recommendation of his/her principal and the approval of his/her parent or guardian. Forms for this purpose are available from the registration office.



FOREIGN STUDENTS

In addition to meeting regular admission requirements, a foreign student must be able to speak, read and write the English language well enough to do college-level work successfully. In addition, when preparing the I-20 form that is necessary to obtain an F-1 (student) visa, the college must certify to the Immigration and Naturalization Service (INS) that the prospective student has been accepted for full-time enrollment and has sufficient funds to meet estimated expenses for one academic year. Therefore, a foreign student must sign a statement that he/she has sufficient funds to pay all of his/her expenses while attending Kodiak Community College as well as the amount needed to pay his/her transportation costs from his/her home to Alaska and return. It is vital that the student has enough money to pay for his/her return home in the event of an emergency or at the termination of his/her enrollment. The minimum cost for attending Kodiak Community College for one academic year is approximately \$6,500. This amount covers all university fees, room and board, and a reasonable estimate of personal expenses, but does not include transportation costs.

PROCEDURE FOR ADMISSION TO A DEGREE OR CERTIFICATE PROGRAM

Students may enroll in any course for which they meet the requirements; however, to be admitted to a degree or certificate program, and before receiving a degree or certificate from Kodiak Community College, students must formally be admitted. To accomplish this, students should complete the following steps.

1. Submit a completed admissions application and \$10.00 to the registration office.
2. Arrange to have official transcripts sent to the above office from former colleges or universities.

Students will be informed of their admissions status.

REGISTRATION

GENERAL PROCEDURES

Persons eligible for enrollment at the University of Alaska must complete registration according to the prescribed procedures and pay fees as determined by the University fee schedule in order to be eligible to attend classes and to earn credit. Auditors are required to register and pay appropriate fees. A registration period is held at the beginning of each regular session as published in the official college calendar. Registration for special programs, short courses, seminars and other classes that are not part of the regular academic calendar will be arranged prior to the beginning of such sessions.

AUDITORS

Auditors are students who enroll for informational instruction only. They do not receive academic credit, do not have laboratory privileges and may not submit papers for correction and grading. They must register formally and pay the required fees. Audits must be declared at registration.

DROP/ADD CLASS

A student is expected to complete the courses in which he/she is enrolled. He/she may, if circumstance warrants, withdraw from one or more courses by completing a drop/add form. Courses dropped during the first two weeks of the semester will not appear on the student's permanent record; thereafter, a mark of "W" will be entered on the record.

To add or drop a class, the student must secure an add/drop form from the business office, complete it, have it signed by the class teacher, and return it to the business office and pay the added fee if appropriate. Formal withdrawal for dropping a class must be made at the business office and the signed receipt of

withdrawal form must be completed before the withdrawal will be processed. The date of validation in the business office for a withdrawal is the official date as noted at the registration desk.

Students who merely stop attending classes without formally withdrawing will not receive a refund of tuition and fees.

Students wishing to add classes to their schedule may do so until the end of the late registration date by following the drop/add procedure.

Additional information about the drop/add procedure may be obtained from the Registrar.

WITHDRAWAL FROM COLLEGE

Should a student find it necessary to withdraw from college, he/she should immediately report to the registration office. There he/she may obtain a withdrawal form which, when properly completed, must be returned to the office.

For the student's own benefit, it is highly recommended that he/she consult with a counselor prior to withdrawal. If the student is receiving veteran's or social security benefits, the student should notify the business office of his/her intention to withdraw. Upon presentation of this form to the registration office, the student is granted honorable dismissal. The refund and grades are determined according to regulations printed in the catalog and the class schedule. Should a student be unable to withdraw in person, he/she must notify the registration office in writing that he/she wishes to withdraw from the college, and the official paperwork will be done by the office. The deadline for withdrawing from classes is published in the course schedule each semester.

USE OF SOCIAL SECURITY NUMBERS

As a convenience to students, the University of Alaska uses the student's Social Security Number as a student identification number so as to avoid the need for students to memorize two nine-digit numbers. State and Federal laws require that students not wishing to supply their Social Security Number need not do so. If you would prefer not using your Social Security Number, the University will assign a nine-digit number as your student identification number at the University of Alaska. You are then responsible for remembering your number and using it in all future dealings with the University.

FEE SCHEDULE

UNDERGRADUATE

Credit Hours	Resident		Non-Resident	
	Under Graduate	Graduate	Under Graduate	Graduate
1	\$ 25	\$ 50	\$ 65	\$100
2	50	100	130	200
3	75	150	195	300
4	100	200	260	400
5	125	250	325	500
6	150	300	390	600
7	175	350	455	700
8	200	400	520	800
9	225	450	585	900
10	250	450	650	900
11	275	450	715	900
12 or more	300	450	780	900

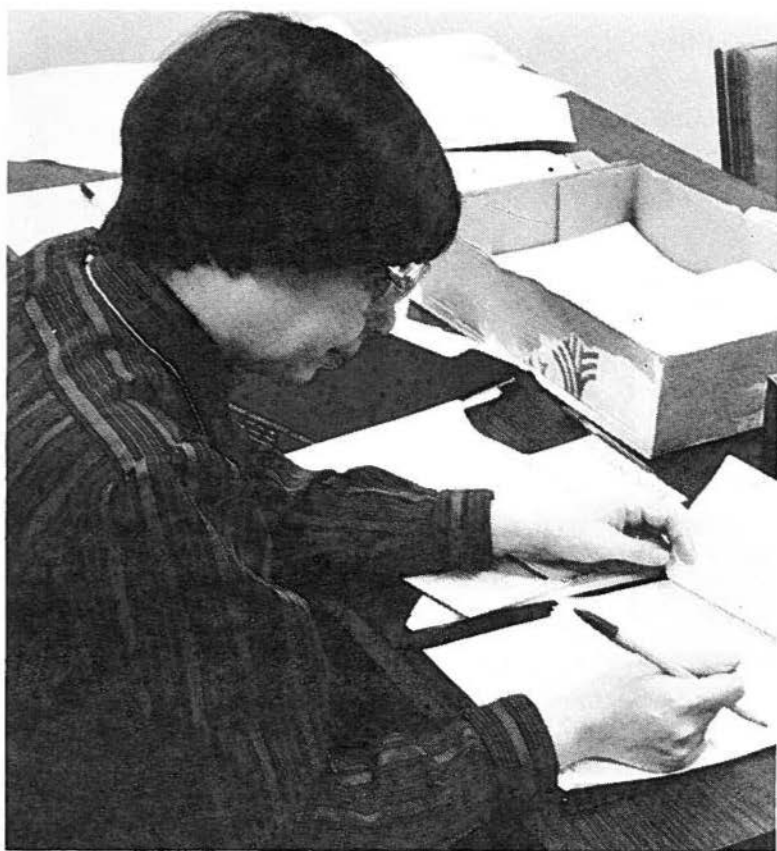
Courses which require the use of special materials, supplies or services may have a materials-use fee in addition to the normal credit-hour charge.

Textbook costs are in addition to fees and are cash only. Textbook costs may not be included in fee deferred payment notes.

If fees are to be paid by any company or agency, a letter of authorization must be submitted at the time of registration. The letter must indicate exactly what the agency will pay (fees only, fees and texts, etc.) and must include exact billing instructions and billing address. If a student anticipates an agency will pay the fees, but he/she does not have the letter at the time of registration, it is necessary that the procedure be followed as with any other student — fees must be paid with registration or the deferred billing may be made. When the agency submits payment, the student will be refunded the amount that has been paid.

The college reserves the right to withhold transcripts, diplomas, or final grade reports from students who have not paid all financial obligations. If a student is delinquent in payment of any amount

due to the college, registration for succeeding semesters may be withheld. Registration of any student may be cancelled at any time for failure to meet installment contract payments, or financial obligations. The registration process is not completed until all fees and charges due the college have been paid.



NON-CREDIT COURSE FEES

Fees for non-credit and interest courses vary with individual programs and communities. In general, the fees for such courses will not exceed those established by the University of Alaska, but are not considered as part of a student's consolidated academic fees.

NOTE: Full fees are payable at registration for all Community Service (non-credit) courses. Fees of \$10.00 or less are non-refundable (unless the class is cancelled by the college). Community Service fees are non-transferable to other courses.

OTHER FEES

Admission Application Fee (remit with application	\$10.00
Late Registration Fee	5.00
Drop/Add Fee (per course)	2.00
Credit-by-Examination Fee	5.00
	per credit hour
Deferred Payment Service Charge	2.00

All fees are approved by the Board of Regents, University of Alaska. The University reserves the right to change or add to its fees at any time. Fee assessments are subject to audit and correction, and any such adjustments will be made within 30 days following the close of late registration. Students will be notified by mail of any adjustments.

SENIOR CITIZEN FEE WAIVER

The University of Alaska Board of Regents has approved a waiver of course fees (excluding fees for specialized classroom supplies), effective fall semester, 1975, for Alaskan residents 60 years of age or older. Such students may enroll in any classes offered by the University of Alaska for which they are properly qualified, except those classes where student work spaces may not be available.

DEFERRED FEES PLAN

Fees are due and payable with registration. If a student is unable to pay full fees at the time of registration, he/she may apply for a deferred payment note. This note for the balance owed on fee accounts is not to be confused with the concept that each payment covers a period of time of attendance in classes. *The amount due on the note must be paid regardless* of whether the student continues in attendance of classes or not. In the case of discontinued attendance in classes, the withdrawal and refund policy is in effect whereby credit on an unpaid note is given in accordance with the refund policy that applies to students who pay full fees and registration.

Deferred payment for registration in full semester courses. Students registering during the regularly designated registration period of the full semester will pay one-half of assessed fees (excluding \$10 application fee for 12 or more credits payable in full with registration), one-half of the balance within 30 days and the final balance within 60 days. Students registering after the designated registration dates will pay one-half of the assessed fees with registration and the balance within 45 days.

Students registering during the regular registration period for *two, three or four (2, 3 or 4) credits* must pay one-half assessed fees with registration and one-half within 30 days of the start of the semester. *Full fee of \$25 is due with registration in a one (1) credit course.*

There is a service charge of \$2 for the deferred payment note plan. An additional \$2 charge may be assessed for each payment made after the date designated on the note as date of payment due.

All deferred payment note balances must be paid in full within 60 days from the start of the semester.

Deferred payment notes are not available for registration in shorter-than-full semester courses. Full fees are payable with registration in shorter-than-full-semester courses.

For additional information or questions, contact the college business office.

RESIDENCY

Alaskan residents as well as students from Hawaii, the Yukon Territory and the Northwest Territories are exempt from a non-resident tuition fee. For purposes of non-resident tuition, a resident is any person who has been physically present in Alaska for one year (excepting only vacations or other absence for temporary purposes with *intent* to return) and who declares intention to remain in Alaska indefinitely. However, any person who, within one year, has declared himself/herself to be a resident of another state, voted in another state or has done any act inconsistent with Alaska residence shall be deemed a non-resident for purposes of non-resident tuition. An unemancipated person under the age of 18 who has a parent or guardian who qualifies as an Alaskan resident, as defined above, shall be deemed a resident and, otherwise, such unemancipated person under the age of 18 shall be deemed a non-resident for purposes of non-resident tuition. Military personnel on active duty in the State of Alaska, and their dependents, will be considered as residents of the State of Alaska for purposes of determining tuition charges. *Any non-resident may enroll for one one-credit class and be charged resident tuition. Additional credits will be charged as non-resident tuition.*

STUDENT EXPENSES

A student's expenses depend upon a number of factors, all of which should be considered carefully before planning a budget. Because student living arrangements and personal spending habits vary widely, there is no single figure that can be used to represent the cost of attending. The following estimated costs to a student for one instructional year are offered as a guide in budget planning.

Tuition and Fees – These costs vary with the student's enrollment status (full or part-time) and state of residency (in state or out-of-state). See the section in the catalog called "Fees" for a detailed listing of these charges.

Books and Supplies – This usually ranges between \$170 and \$200 for a full-time student, but can vary with a student's course load.

Housing — Charges for rent, utilities and other household expenses can vary with the location and size of an apartment and the number of roommates sharing the total costs. For most students, housing usually averages from \$2,700 to \$3,600 per instructional year. No campus housing is available.

Food — As with other items, the cost of food for an academic year varies among students. An allowance of between \$1,500 and \$2,000 seems to be sufficient for most students. The college does not provide food service.

Transportation — An allowance between \$400 and \$500 is sufficient to meet most students' needs, but costs depend on how close a student lives to campus and whether or not the student owns a car. For budgeting purposes, the student should also include fares between home and the campus between semesters, during holidays or other times when a student may wish to travel.

Personal Expenses — A student should budget for clothing, laundry and cleaning, medical and dental expenses, recreation, personal supplies and other miscellaneous expenses. An allowance of \$400 to \$500 for the instructional year should be sufficient for most students.

REFUNDS

TUITION AND FEES

Students who withdraw from courses or cancel enrollment *must* process a drop/add form at the registration office. Refunds will be made according to the following schedule:

1. Complete refund of tuition and fees will be made when a withdrawal is made *prior to the first day* of instruction for the semester or term, or in the event courses registered for are cancelled by the college.
2. Withdrawals after instruction of the term begins and prior to the 8th calendar day of the term or semester — 90% refund.
3. Withdrawals from the 8th calendar day and prior to the 15th day of the term or semester — 50% refund.
4. Withdrawal on or after the 15th calendar day of the term or semester — no refund.



5. Claim for a refund must be made by submitting a drop/add form to the business office at the time of withdrawal. The certified date of withdrawal, as indicated on the official withdrawal slip, will determine the student's eligibility for a refund. Applications for refund may be refused unless they are made during the semester or term in which they apply.
6. Students withdrawing under discipline forfeit all rights to a refund on any portion of their tuition and fees.
7. Vocational/technical course fees shall be subject to this refund schedule.
8. Laboratory materials and miscellaneous fees *shall not* be subject to refund.
9. Community Service course tuitions of \$10.00 or less shall not be subject to refund (unless course is cancelled by the college).
10. The semester schedule of published course offerings will contain detailed refund information for courses which do not follow the regular semester schedule, such as: classes which start late or end early, classes held on weekends, independent study classes, etc.
11. A student who has extenuating circumstances may apply for a refund by filling out a Student Petition and submitting it to the college campus president.

CANCELLATION OF CLASSES

In the event that the operations of Kodiak Community College are adversely affected by war, riot, act of nature, action of Civil Authority, strike, or other emergency or condition, the college reserves the right to take action to curtail part or all of its operation, including action to cancel classes and action to discontinue services. In any case in which a significant curtailment is judged proper by the college, the college's liability shall be limited to (at most) a refund of tuition and fees paid.

STUDENT FINANCIAL AID

Kodiak Community College recognizes that some students and their families are not able to finance a college education entirely from their income and assets. The college provides counseling and financial aid to students in need of assistance.

Three types of financial aid are available at Kodiak Community College:

1. Grants
2. Scholarships
3. Loans

GRANTS AND SCHOLARSHIPS

Grants and scholarships are awarded primarily on the basis of financial need and do not require repayment.

Pell – BEOG – Basic Educational Opportunity Grant. The Pell Grant program makes funds available to eligible students attending postsecondary institutions.

Supplemental Educational Opportunity Grants are designed to provide assistance to students with acute need. These grants are available only to students attending half-time or more.

Veterans Administration Benefits are available to certain individuals who have served in the Armed Forces. These monthly benefits vary depending on the number of dependents of the veteran, as well as the number of classes taken. Veterans wishing to receive timely payments of benefits should contact their nearest Veterans Administration Office or their college counselor well before the date of registration for college.

Bureau of Indian Affairs. Eligible students may receive grants through the Bureau of Indian Affairs. Applications are available from BIA offices.

Fee Waivers. A very limited number of fee waivers are available to students with talent in specified areas such as art, science, industrial arts, etc. Financial need is not a criterion. Application should be made to the counselor prior to registration.

Scholars' tips. University scholarships are available to students with financial need and strong academic records.

LOANS

National Direct Student Loans are available to qualified students. Loan repayment begins six months after a student completes his/her education, ceases to attend the institution, or finishes his/her military obligation, service with the Peace Corps, or service in Volunteers in Service to America (VISTA). For those who become teachers in special fields, some forgiveness classes apply. The interest rate is 4 percent per year and the repayment period can extend up to ten years. Loans totaling \$3,000 may be made during the first two years.

Alaska Student Loan. Any full-time student who has been a resident of Alaska for the preceding two years and has a high school diploma or the equivalent is eligible to apply for an Alaska Student Loan. Undergraduate students may borrow up to \$6,000 a year to pay for educational expenses at any accredited institution in the world. If a student completes his/her degree program and is employed in the state following graduation, he/she will be eligible for up to 50% cancellation of the loan. Applications are available in the counselor's office.

Note: To remain eligible for continued financial assistance, you are expected to maintain reasonable academic progress. If you are awarded aid as a fulltime student, taking a minimum of twelve (12) credits per semester, you must earn an average of twelve (12) credits per semester with a 2.0 or better grade-point average to remain eligible for continued financial assistance. A three-quarter-time student must complete nine (9) credits and a halftime student, six (6) credits.

Failure to meet minimum academic progress will render you ineligible for further assistance. Students who fail to meet this requirement may enroll during the summer semester *without aid*

to bring the academic year total to twenty-four (24) credits and will be considered eligible for the next school year.

COLLEGE WORK STUDY

A financial aid application and financial statement are required in order for a student to be considered for the College Work-Study Program. Under this program students may work part-time during the school term and up to 40 hours per week during vacation periods. The work opportunities are on campus.

APPLICATION PROCEDURES

Applications are available at Kodiak Community College and from local high schools. Students are urged to apply for aid at least one month prior to registration; late applicants will be considered for assistance if funds are still available. The Student Services Director is available to assist students with applications.

Any undergraduate student who will be enrolled at least half-time *must* complete an application for a Basic Educational Opportunity Grant/Pell before he/she will be considered for any type of financial aid.

Questions concerning application forms, specific programs or selection procedures should be directed to the counselor's office.

FINANCIAL INDEPENDENCE FROM PARENTS

For the purposes of student financial aid, a student is considered to be independent from parents if he/she meets all of the following criteria.

For the calendar year prior to the academic year for which he/she is applying for aid, and for the calendar years for which he/she is applying, a student cannot have or plan to have:

1. been claimed by his/her parents as a dependent on their income tax return,
2. received financial support in excess of \$750 annually from parents or
3. lived with his/her parents for any period exceeding six weeks.

Students are required to submit a University of Alaska Financial Aid Application and an Affidavit of Independence in order to be considered for financial aid as independent students.

PART-TIME STUDENTS

Students who are attending Kodiak Community College less than half-time (enrolled for fewer than six credits per semester) are not eligible for most financial aid.

Half-time students (six to eleven credits) are eligible to apply for certain types of financial aid: Basic Educational Opportunity Grants/Pell, Supplemental Education Opportunity Grants, National Direct Student Loans, BIA Benefits and V.A. Benefits.

LIBRARY

Facilities — The collection of over 15,000 volumes is housed in the new 3600 square feet addition to the Benny Benson Building.

Collection — The book collection is organized by the Library of Congress Classification System. Information on this system is available at the circulation desk. The main card catalog is divided into a subject catalog and an author/title catalog.

Borrowing Policies — Free library check-out privileges are granted to students and faculty of Kodiak Community College, as well as to members of the community. The library requests that a registration card be filled out with name, address and phone number. These cards serve as student-body cards for library purposes.

Library hours — During the regular semester schedule, the library is open Monday through Friday, from 9:00 a.m. to 10:00 p.m. and Saturday from 9:00 a.m. to 1:00 p.m.

Loan Period — Books are checked out for two weeks and may be renewed. There are no overdue charges.

Staff — One full-time librarian and one part-time library aide staff the library.

STUDENT SERVICES

Counseling services are available for enrolled or potential students throughout the instructional year. The Student Services Office is open at night as well as during the day, allowing persons to drop in or make appointments regarding educational or career decisions.

Besides counseling services, testing services and advisement assistance are also available at the counseling office.

Student Services attempts to provide a place and atmosphere where persons may be able to reflect or think about their lives as they are choosing their careers, dealing with educational decisions and seeking financial assistance.

Student Services Center offers:

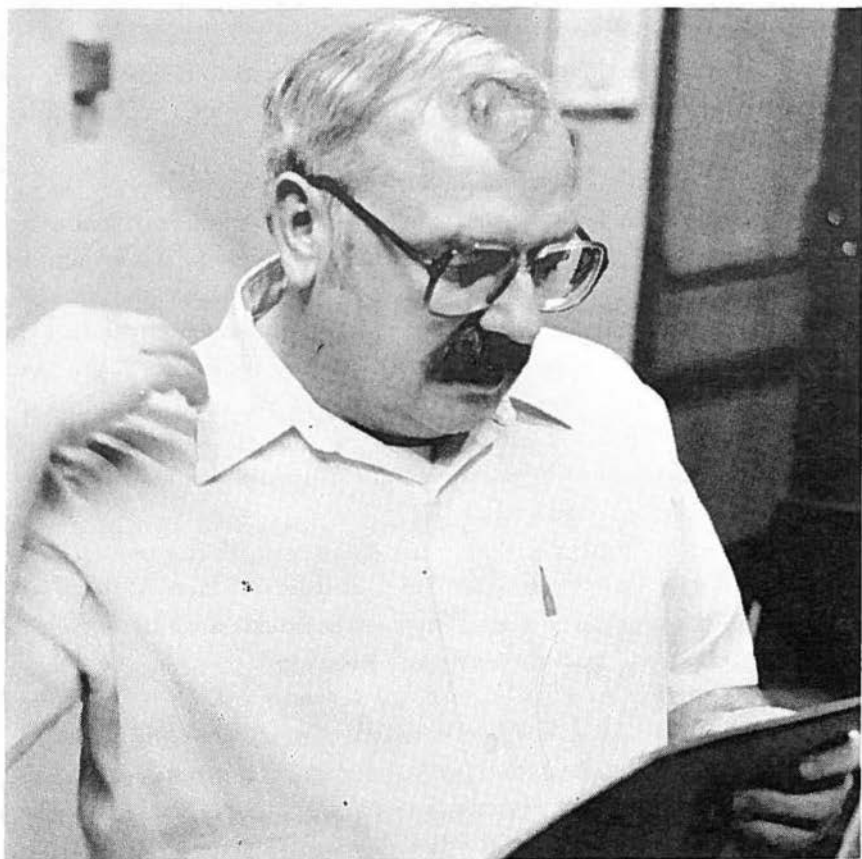
1. Individual counseling.
2. Assisting faculty to understand and meet the specific needs of individual students.
3. Making referrals to other agencies with professional sources when necessary.
4. Assisting students in their search for career information.
5. Monitoring, scoring and explaining tests, providing information to students regarding occupational interests, school aptitudes, abilities and personal values.
6. Assisting students that have been referred by college staff and community agencies.
7. Answering questions related to degree requirements, transfer information and high school completion.

ACCESS TO STUDENT RECORDS

In accordance with Family Education Rights and Privacy Act of 1974, Public Law 93-830, as amended, the student has access to specific information contained in his or her official records as specified by that act. Information and requests for specific records may be obtained through the registration office, counselor, or the campus president.

VETERANS

The Kodiak Community College is an approved institution for the education and training of veterans and is responsible for compliance with Veterans Administration regulations. Veterans wanting to collect benefits under the G.I. Bill should contact the Veterans Administration Office or the college in their area for an application for Program of Education or Training. Veterans should apply for educational benefits well before the registration period to insure timely receipt of benefits.



STANDARD OF PROGRESS

When a veteran signs the application for V.A. benefits, he/she promises to maintain satisfactory progress toward a given educational goal. The college is required to report to the Veterans Administration when a veteran fails to maintain satisfactory progress toward his/her goal and/or fails to adhere to the standards of the institution with regard to continued certification for V.A. benefits. A veteran must maintain a grade point average that will meet graduation requirements which is 2.0 or greater for Kodiak Community College. Any veteran not maintaining a semester grade point average or accumulated grade point average of 2.0 will be reported to the Veterans Administration, and this may result in suspension of Veterans Administration benefits.

To insure that the college maintains adequate records to show continued pursuit by each veteran, the college records will include the following:

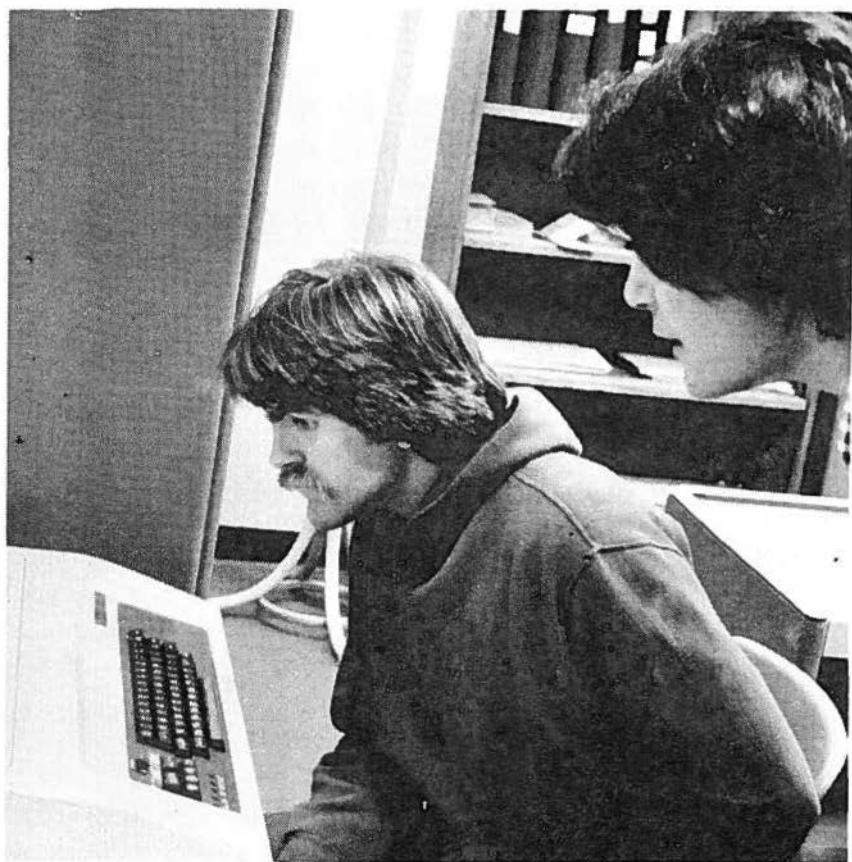
1. A final grade in each course for each term.
2. A record of withdrawal from and/or non-pursuit of a course when such would result in a change of certification including effective date.
3. A record of re-enrollment in any course which shows a withdrawal. No credit is granted for a withdrawal (W grade).
4. Accumulated record of the results of each enrollment period showing each course taken and the final result including a record of previous education and training with the appropriate credit granted.
5. Since the college is liable for all overpayments of veterans resulting from poor attendance and unsatisfactory progress not promptly reported, the instructional staff of enrolled veterans will comply with the following:

The first of each month, all veterans will be responsible for having all individual teachers sign a reporting form to insure the college that they, in fact, are attending classes and completing courses in a satisfactory manner. The Veterans Administration will be notified of any situation when the college does not have knowledge of the veteran's attendance and progress.

DROP/ADD/WITHDRAWAL

The college is responsible for promptly reporting any increase or decrease in the number of certified credit hours for which a veteran is enrolled. Student veterans who drop a course with part completion will be held responsible to the Veterans Administration for the reduction. This action could create an overpayment which would be recovered from the veterans.

For the procedure in dropping or adding a class or withdrawing from the college, see the appropriate section under "Registration."



ACADEMIC REGULATIONS

Each student will be held responsible for the regulations of the college and the University of Alaska as they apply to him/her.

Academic Petition: Any deviation from academic requirements and regulations must be approved by academic petition. A petition form, which requires the signatures of appropriate college staff, may be obtained from the Registration Office.

Access to Student Records: Students are entitled to see their student records. To insure the privacy of student records, the college releases information to agencies off campus *only upon written permission by students*. Records are available for legitimate on-campus professional use on a need-to-know basis.

Advanced Placement Credit Through College Entrance Examination Board: The University of Alaska grants advanced credit, with waiver of fees, to satisfactory performance (a grade of 3.0 or higher) in the College Board Advanced Placement Test. These tests are normally completed by students during their senior year in high school.

A student desiring CEEB Advanced Placement credit must request that an official report of his/her scores on the examination be sent to the Office of Admissions and Records. Upon his/her enrollment, the student will be awarded appropriate credit. Students may receive credit for more than one Advanced Placement examination.

Local Advanced Placement Credit: Placement in an advanced course is available in some units through local placement tests given at the time of the student's enrollment. Under some circumstances, advanced placement credit may be awarded with waiver of fees.

Attendance: Regular attendance is expected in all classes. Unexcused absences may result in a student receiving a failing grade. It is the responsibility of the student to establish to the instructor's satisfaction the validity of an excuse for absence and to work out with the instructor acceptable arrangements for making up missed work.

Change of Grade Policy: Grades, other than incompletes and deferreds, submitted by the instructor upon completion of a course, are assumed to be the student's final grade, and they become part of the student's permanent records. A grade may not be changed unless a legitimate error has been made on the part of the instructor in calculating the grade and such changes must be approved by the unit head and campus president. Corrections of grading errors must be made within 45 days after the original grade has been submitted to the registration office.

Class Standing: Class standing is determined on the basis of total credits earned. Students are classified as:

Freshman. 0-29 credits

Sophomore. 30-59 credits

Full-Time/Part-Time Status: A student who registers for 12 or more semester hours of credit will be classified as full-time.

Study Loads: Students normally may register for 18 semester hours of credit; for 19-20 semester hours with the approval of the campus president of the college; for 21 or more semester hours provided the student's grade-point average with a full-time study load for the past two semesters is at least 2.75 and he/she has the approval of the campus president.

For the purpose of computing study loads, non-credit courses are rated the same as credit courses.

Declaration of Degree Intent: Students who have completed 15 semester credit hours should declare intent to begin a degree program and be admitted to degree status.

Numbering System of Courses: Courses numbered below 100 usually do not carry academic transfer credit. Courses numbered 100 through 199 are usually freshman courses. Courses numbered 200 through 299 are usually sophomore courses.

Minimum Enrollment: Courses are offered only if minimum enrollment qualifications are met.

Credit Compressibility Policy: A minimum total of forty-two (42) hours of study in and out of class is required for one credit hour. For short courses and classes of less than one semester in duration, including weekend workshops, course hours may not be compressed into fewer than three days per credit, and no more than one credit may be earned per week per student.

Transfer of Credit: The University will accept transfer of credits from other accredited institutions when the grades of courses completed are "C" or above. Where possible, transfer credit will be equated with University of Alaska courses. The college reserves the right to reject work of doubtful quality or to require an examination before credit is allowed.

Course credit at the 100 and 200 levels from a University of Alaska Community College or Rural Education Center shall be accepted for full credit, up to a maximum of 72 semester hours, by the University's baccalaureate degree-granting institutions. Course credit transferred between Community Colleges within the University shall be accepted for full credit without limitation on the number of credit hours that may be transferred.

Course credit transferred from one of the University's baccalaureate degree-granting institutions to another, or credit at the 300, 400 and graduate levels from a Rural Education Center, shall be accepted at full credit.

Credit will also be awarded for satisfactory completion of USAFI courses as recommended in the Evaluation of Educational Experiences of the Armed Forces. (A maximum of 15 military credits will count towards an Associate degree.) College credit will not be allowed for General Educational Development Tests. Students must formally apply for admission before transfer credit can be evaluated and must fulfill the graduation and residence requirements of the institution from which they expect to receive a degree, including those that may be required for a particular program.

CREDIT BY EXAMINATION

Students who wish to use CLEP credit or University Credit-by-Examination, should consult with the counselor.

CLEP General Examinations

1. The only students who may be awarded credit are those who are currently enrolled or those who have previously taken courses at the University of Alaska which resulted in the establishment of an official file at the Office of Admissions and Records.
2. Credit for CLEP General Examinations shall be awarded according to the following schedule:
 - English - 3 credits for 500 score - Essay exam only. These credits will be accepted as meeting the requirements for English 111.
 - Math - 3 credits for 500 score.
 - Natural Science - 6 credits for 500 score.
 - Humanities - 6 credits for 500 score.
 - Social Sciences/History - 6 credits for 500 score.
 - Maximum possible - 24 credits.
3. If as many as six semester credits have been earned in an area covered by a CLEP General Examination, no credit will be awarded for the successful completion of that examination.
4. Examinations can be repeated after an interval of one year.
5. CLEP General Examinations are considered Non-Resident credit.

Local Credit-by-Examination:

Certain courses, based on the nature of the courses, may be taken by examination. Interested students should inquire at the counseling office.

1. CLEP General Examinations and subject exams should be used first, where appropriate, prior to giving Local-Credit-by-Exam.
2. Local-Credit-by-Exam should not be given unless the course is a catalog course for the unit. Generally 90's courses (193, 294,

- 497, etc.) and practicums may not be taken by examination.
3. Each unit that offers Local-Credit-by-Exam should identify the specific courses for which they will allow exams. Challenge exams should be prepared for these courses and kept on file.
 4. Courses below the 100 level *cannot* be challenged.
 5. A course challenged for credit must not duplicate a course for which credit has already been granted. In particular, a course can not be challenged if it is remedial to a course for which credit has already been granted.
 6. Only students currently enrolled in degree programs will be awarded credit.
 7. A fee of \$5.00/credit hour must be charged for all Local-Credit-by-Examinations. Where competency-based demonstrations are required, additional fees might be charged.
 8. A person who has audited a class may not request credit via departmental examinations for that class until the subsequent academic year. An audit does not restrict the taking of a CLEP Subject Examination.
 9. Departmental examinations may be graded Pass/Fail or a regular letter grade at the mutual agreement of the instructor and student, but failing scores will not be posted to the student's transcript.
 10. Examinations may not be repeated earlier than one year.
 11. Credits earned by examination are not awarded grade points.
 12. There is no specific limit as to the number of credits that a student can earn by Credit-by-Examination.
 13. Credit-by-Exam is considered Non-Resident Credit.

CREDIT, NO-CREDIT OPTION

The *credit, no-credit option* encourages students to explore areas of interest not necessarily related to their academic major. One "free" elective may be taken under this option each semester. The instructor will not be informed of a student's status in the course. The student will be given credit toward graduation if he/she performs at the level of "C" or above. If performance falls below that level, the course will not be recorded on the student's transcript. In either case, the course will not be included in any grade point calculations. If the student later changes his/her major and

the course becomes a requirement, the course will be accepted by his/her new major department. The student may change from credit, no-credit status during the first two weeks of the semester by informing the registration office of his/her desire to change status.

TRANSCRIPTS

An official transcript containing the seal of the University and signature of the Director of Admissions and Records is available without charge upon the written request by the student of the Office of Admissions and Records or by writing to CCREE, University of Alaska, 3605 Arctic Blvd., Suite 420, Anchorage, AK 99503. Official transcripts of credit earned at other institutions, high school transcripts and other supporting documents which have been presented for admission or evaluation of credit become the property of the University and are not reissued or copied for distribution.



GRADING POLICY

SYSTEM OF GRADING

Only letter grades appear on the student's permanent academic record. These are as follows:

- 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 above the average level of performance.
- C— Indicates a satisfactory or average level of performance.
- D— The lowest passing grade; indicates work of below average quality and performance.
- F— Indicates failure. Students who stop attending class without officially withdrawing will receive an "F" grade.
- P— Pass; indicates passing work and carries no grade points.
- S— Satisfactory; indicates satisfactory completion; special courses, specific career oriented courses, workshops and seminars.
- I— Incomplete; indicates additional work must be performed for satisfactory completion of the course; may be given for unavoidable absence or other conditions beyond the control of the student where work already completed is grade "C" or better. The grade for work that is incomplete (I) must be made up within the academic year or otherwise the "Incomplete" becomes a permanent grade.
- DF—Deferred; decision of the instructor; indicates that the course requirements cannot be completed by the class by the end of the semester; that credit may be temporarily withheld without penalty until the requirements of the course are met within an approved time. This designation will be used for courses requiring special projects that require more than one semester to complete and for open-entry programs.
- AU—Audit; indicates student has enrolled for informational instruction only. No academic credit is awarded. Audits must be declared at registration.

W— Withdrawn; indicates withdrawal from a course after the refund period has expired. This is at the end of the second week of instruction for full-semester courses. Please refer to semester schedules for detailed description of refund period pertaining to specific classes.

CR— Indicates credit given under the credit, no-credit option and carries no grade point (See Page 40).

Any grade generated from retaking a course will not count towards honors.

All grades (original and any retakes) for a course will be shown on the transcript, but only the last grade achieved for a course will be the one computed in the grade point average (GPA).

GRADE-POINT COMPUTATION

The grade-point average (GPA) is computed by dividing the total cumulative grade points by the total credits attempted. Letter grades are weighted as follows in compiling a grade-point average: A = 4; B = 3; C = 2; D = 1; F = 0. The number of credits is multiplied by the letter value of the grade to give the grade points for each course. The sum of the grade points is then divided by the total credits attempted to arrive at the grade-point average.

Courses graded "P" (Pass), "S" (Satisfactory), "U" (Unsatisfactory), "CR" (Credit Given) and grades earned by Credit-by-Examination carry no grade points and are not included in computing the grade-point average.

All grades (original and any repeated courses) will be shown on the transcript, but only the last grade achieved for a course will be computed in the grade-point average for graduation certification. Grades earned from repeating courses will not count toward honors.

GRADUATION

Responsibility: The responsibility for meeting all requirements for graduation rests upon the student.

Application for Graduation: Degree candidates must formally apply for graduation. The application for graduation must be filed with the registration office during the semester the student plans to graduate and not later than the application filing dates which appear in the college instructional calendar.

Applications for graduation filed after the deadline will be processed for graduation the following semester.

Diplomas and Commencement: The University of Alaska issues diplomas to degree candidates in May at the end of the spring semester. All students who complete degree requirements during the instructional year are invited to participate in the annual commencement ceremony which follows the spring semester.

Graduation with Honors: Undergraduate students who obtain a cumulative grade-point average of 3.5 will be graduated with honors, provided they meet the honors as well as the general residence requirements.

In order to graduate with honors, a student must be in attendance at the University of Alaska for at least two semesters as a full-time student for the associate degree. All college work attempted, including transfer credits, is considered in the determination of a student's eligibility for graduation with honors.

SECOND OR ADDITIONAL ASSOCIATE DEGREE

To be eligible for a second (or additional) associate degree (Associate of Applied Science only), a community college student must complete a minimum 12 hours of credit beyond the first (or latest) associate degree (e.g., a student must have earned a minimum of 72 total credits in order to receive a second associate degree, after the completion of a 60 credit hour first degree.) All general University requirements, degree requirements, and requirements of a major must be met for each degree.



ADULT EDUCATION PROGRAM

BASIC SKILLS

Adult education classes and tutoring are available at no charge each semester for students who feel they need a review, remediation or basic instruction in English, reading, mathematics, science or social studies. These classes can be taken to help prepare for the GED tests.

English as a Second Language (ESL) classes are available at no charge each semester for students from other countries who wish to improve their English speaking, writing and reading skills. Emphasis is on conversational skills. Classes are held on an open-entry/open-exit basis in the public schools in cooperation with the Community School Program.

HIGH SCHOOL DIPLOMA BY EXAMINATION

Adults who have not completed their high school education and who wish to earn a diploma, may do so by passing the General Education Development tests (GED).

The State of Alaska Diploma is recognized as the equivalent of a four-year high school diploma. It is acknowledged as such by business, industry, civil service commissions, the military, licensing bureaus and many other institutions including the Community College.

Individuals interested in taking the GED tests should contact the A.B.E. staff in the Adult Learning Center.

CERTIFICATES

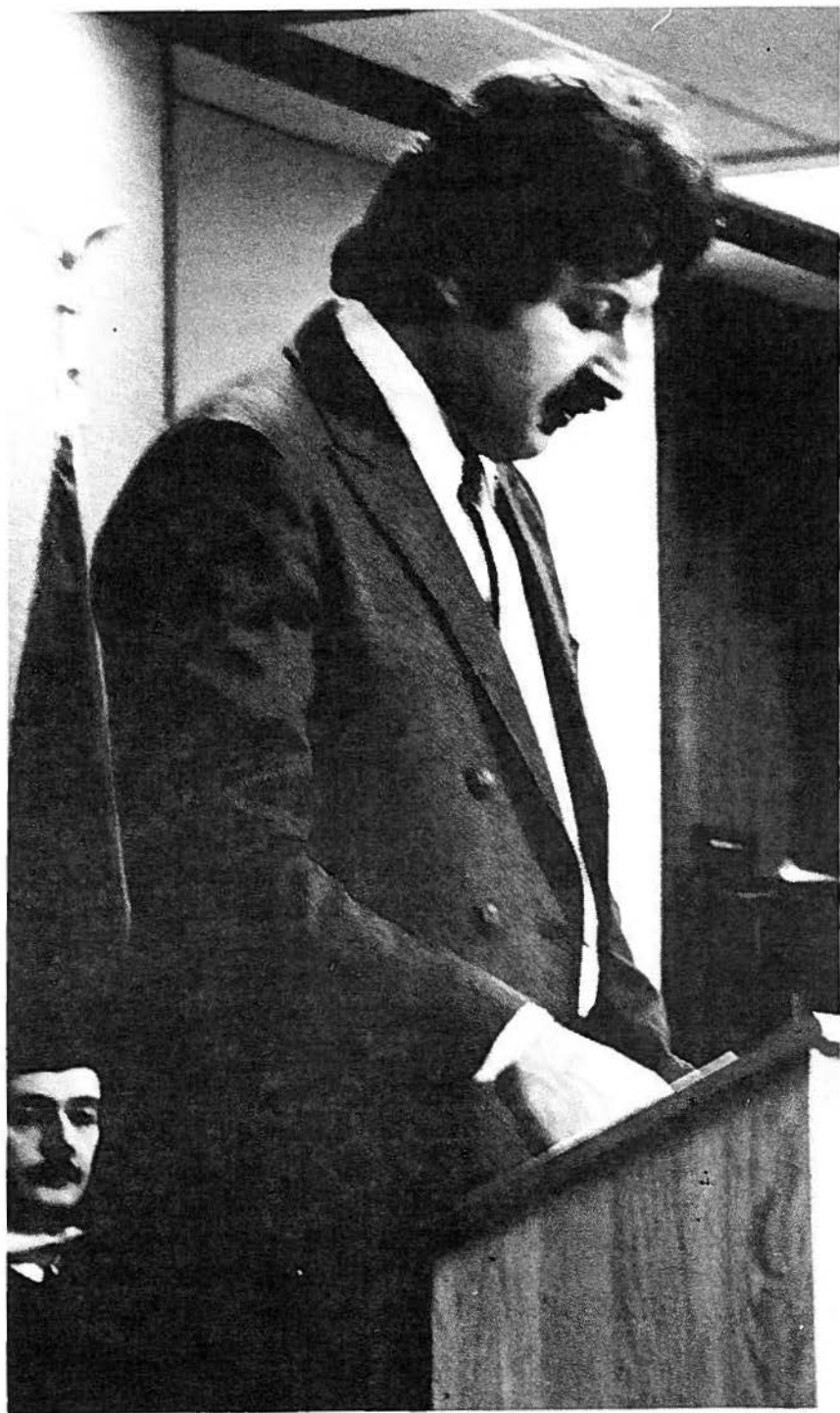
Certificate programs are designed to give intensive training in specific career occupational areas. Skills gained are job entry level in nature and course work completed will apply to degree programs. There are no general college requirements, but each certificate program has individual course requirements for completions. Refer to each program for these requirements. For specific requirements, see appropriate instructor.

Certificate Programs at Kodiak Community College are available in Office Occupations and Home Economics.

ASSOCIATE DEGREE PROGRAMS

The Associate of Arts Degree (AA) is both an intermediate degree and a terminal degree. It is designed for the students who intend to continue their education in pursuit of a bachelor's degree. However for some students it will complete their formal education because of the broad subject content of the degree.

The Associate of Applied Science Degree (AAS) is awarded in a specific career education or occupational field of study with emphasis on entry into a job market. This degree, usually seen as a terminal degree, is not necessarily an end in itself, as the training can be a forerunner for additional educational pursuits. The Associate of Applied Science Degree is offered in Business, Business Administration, Office Occupations, Commercial Fishing, and Seafood Processing.



DEGREE REQUIREMENTS

To receive a degree from the University of Alaska, a student must satisfy two requirements: (1) General University Requirements and (2) Specific Degree Requirements.

GENERAL UNIVERSITY REQUIREMENTS

The minimum number of University of Alaska credits which must be earned, including those accepted by transfer, are 60 semester hours for an associate degree.

At least 15 semester hours must be earned at Kodiak Community College. Credit by exam does not qualify for residence credit.

A grade-point average of 2.00 (C) must be attained in all work as well as in the major field.

A student enrolled in an undergraduate degree program may elect to graduate under the requirements of the general catalog in effect during the year of graduation or in effect at the time he originally enrolled in the major, providing there has not been a time lapse of more than five years. If more than five years have lapsed, the student must meet the requirements in effect during the year he/she will graduate.

A maximum of 15 semester hours of credit completed by Correspondence (and/or USAFI/DANTES) may be accepted toward an Associate Degree.

A maximum of 15 semester credits of formal military service schools (including Basic Training) is allowed towards an Associate Degree.

GENERAL ASSOCIATE DEGREE REQUIREMENTS

The associate degree is awarded upon the successful completion of a prescribed two-year program. The degree has its own integrity, and for many people, it will be their most advanced formal educational experience. For others, it will be the first undergraduate degree and a stepping stone to a baccalaureate program. The college offers two associate degrees, the Associate of Arts and the Associate of Applied Sciences.

ASSOCIATE OF ARTS GENERAL TRANSFER DEGREE

Degree Requirements

1. Complete a minimum of 60 semester credits at the 100 level or above including at least 20 at the 200 level;
2. Complete a minimum of 45 semester credits in the five areas below with no less than nine in each:

Areas	Credits
Communications	9
Written Communication (6)	
Oral Communication (3)	
Math/Natural Science	9
Humanities	9
Social Science	9
Applied Studies	9
Sub-Total	45

3. Electives 15
- Total 60 Credits

4. At least 15 of the final 30 credit hours must be earned in residence;
5. A grade-point average (GPA) of 2.00 (C) or better in all work;
6. As the Associate of Arts degree is intended to provide a student with a basis of general education in order to undertake baccalaureate degree work and is nonspecific in intent, *only one AA per student may be earned.*

COURSE CLASSIFICATION

Natural Sciences

Biology, Biological Sciences
Chemistry
Physical Geography (201, 209 only)
(could be limited course only)
Geology
Physics
Physical Anthropology
Physical Sciences

Social Sciences

Anthropology
History*
Economics
Geography (excluding-
201, 209)
Psychology
Sociology
Political Science
Behavioral Science

Mathematics & Logic

All Mathematics, Statistics
and Logic courses

Humanities

Art
Alaskan Native Languages
English
Foreign Language
Humanities
Journalism
Linguistics
Literature
Music
Philosophy
Speech & Public Communications
Theater
History*
Religion

Applied Studies

Accounting
Business Administration
Computer Information
Systems
Home Economics
Office Occupations/
Secretarial Science
Physical Education
Military Science
Trade & Technology
Fisheries
Meteorology
Corrections
Early Childhood Deve-
lopment
Law Science
Police Administration
Education
Other

*can be used under either category but not both.

STUDENT WORKSHEET

ASSOCIATE OF ARTS - GENERAL TRANSFER DEGREE

		KODIAK CC	TRANSFER	NEEDS
<u>COMMUNICATIONS</u>	= 9			
Written	6			
Speech	3			
<u>MATH/NATURAL SCIENCES</u>	= 9			
<u>SOCIAL SCIENCES</u>	= 9			
<u>HUMANITIES</u>	= 9			
<u>APPLIED STUDIES</u>	= 9			
<u>ELECTIVES</u>	= 15			
TOTALS				

20 credits must be at the 200 level. 15 of the last 30 credits must be from Kodiak Community College.

ASSOCIATE OF APPLIED SCIENCE/NURSING

This is a two-year program providing the graduate with an Associate of Applied Science Degree in Nursing. It is a satellite program coordinated with Anchorage Community College. The student will spend four semesters at Kodiak Community College and two summer sessions at Anchorage Community College. The degree is awarded from Anchorage Community College.

ADMISSION REQUIREMENTS

1. Graduation from high school or the equivalent.
2. Minimal grade average of 2.00 (C) in high school or post high school work.
3. High school or college chemistry, biology and algebra required with minimal grade of C in each.
4. Evidence of physical and emotional stability by medical examinations.
5. Personal interview with staff.
6. No restrictions of age or sex. Age is considered on an individual basis.

APPLICATION PROCEDURE

1. Apply for admission at Kodiak Community College.
2. Request high school transcripts or any other transcripts to be mailed to the same address.
3. Arrange for personal interview after file is complete.
4. If recommended for admission, physical examinations and immunizations.



DEGREE REQUIREMENTS

Credits

1. Communication
 - Written Composition.....6
 - Oral Communication.....3
2. Select three areas from the five below and complete six credits in each of the three areas.18
 - Humanities
 - Social Science
 - Natural Science
 - Mathematics
 - Otherincluding:
 - PSY 150 – Human Development3
 - BIOL 111 – Human Anatomy and Physiology4
 - BIOL 112 – Human Anatomy and Physiology.....4
 - BIOL 240 or BIOL 242 – Microbiology or Bacteriology.....4
 - HE 203 – Nutrition2
3. Major Specialty
 - NS 160 – Nursing in Health Promotion8
 - NS 161 – Nursing in Health Promotion8
 - NS 260 – Nursing in Physical and Mental Illness.....8
 - NS 261 – Nursing in Physical and Mental Illness.....8
 - Optional: Special topic nursing science courses will be offered during the interims.
4. ELECTIVES TO TOTAL76



ASSOCIATE OF APPLIED SCIENCE MAJORS

BUSINESS

Degree Requirements:	Credits
Written Communication6
Oral Communication3
At least 6 credits in any of the following areas:6
Humanities	
Social Science	
Natural Science	
Mathematics	
Major Specialty (Required):	
Acct. 101 and 102 – Elementary Accounting.6
BA 241 - Business Law I3
Econ 121 – Economics.3
BA 151 – Introduction to Business.3
Concentration in Accounting (12 credits):	
Acct. 252 – Cost Accounting3
Acct. 210 – Income Tax.3
Acct. 230 – Intermediate Accounting.3
Acct. 231 – Intermediate Accounting.3
CIS 101 – Introduction to Data Processing.3
Electives18
	TOTAL 60

BUSINESS ADMINISTRATION

Degree Requirements	Credits
See general degree requirements for Applied Science	15
Major Specialty (Required):	
Acct. 101 and 102 – Elementary Accounting.	6
BA 241 – Business Law I	3
Econ. 121 – Economics	3
BA 151 – Introduction to Business.	3
Concentration in General Business (15 credits):	
BA 242 – Business Law II.	3
Acct. 222 – Intro. to Computers and Accountings Systems . .	3
Any 100-200 level BA courses.	6
CIS 101 – Intro. to Data Processing	3
Electives	15
	TOTAL 60



OFFICE OCCUPATIONS

Degree Requirements:	Credits
Written Communication	6
Oral Communication	3
At least six credits in any of the following areas:	
Social Sciences	
Humanities	
Mathematics	
Natural Science	6
Major Specialty (Secretarial Occupations)	
00 101 – Beginning Shorthand I	4
00 102 – Intermediate Shorthand	4
00 105 – Intermediate Typewriting	3
00 106 – Advance Typewriting	3
Acct. 101 – Elementary Accounting I	3
Acct. 102 – Elementary Accounting II	3
00 131 – Comprehensive Business English	3
00 155 – Business Math & Machines	3
00 207 – Machine Transcription	3
00 211 – Filing & Records Mgmt	3
00 244 – Secretarial Office Procedures	3
Major Specialty Electives	4
Electives	6
	TOTAL CREDITS 60

Major Specialty (Clerical Occupations)	
00 105 – Intermediate Typewriting	3
00 106 – Advanced Typewriting	3
00 130 – Magnetic Card/A Typewriter	1
00 131 – Comprehensive Business English	3
00 155 – Business Math & Machines	3
00 207 – Machine Transcription	3
00 211 – Filing and Records Management	3
00 242 – Office Procedures	3
Major Specialty Electives	12
Electives	11
	TOTAL CREDITS 60

Major Specialty (Accounting Occupations)

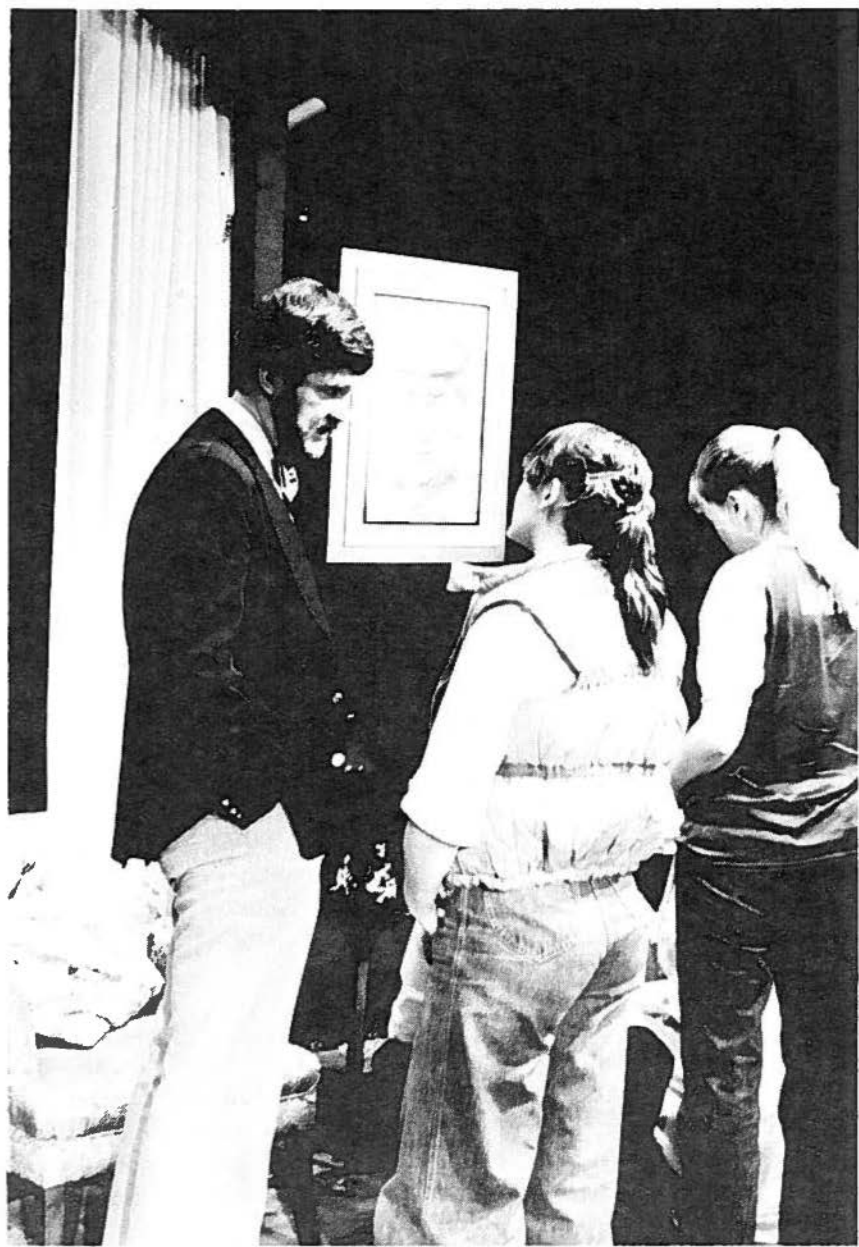
Acct. 101 – Elementary Accounting I	3
Acct. 102 – Elementary Accounting II	3
00 107 – Keyboarding Skills	3
00 155 – Business Math & Machines	3
00 209 – Human Relations in Business	3
00 214 – Data Entry Operations	1
00 215 – Computer Applications for Acct'g	1
00 243 – Legal Office Procedures	3
Major Specialty Electives	15
Electives	10

TOTAL CREDITS 60

COMMERCIAL FISHING AND SEAFOOD PROCESSING

Commercial Fishing and Seafood Processing degrees are available to students through an individually planned program.





COURSE DESCRIPTIONS

The courses that are described on the following pages are listed alphabetically by discipline.

College transfer credit courses, numbered 100 and above, are applicable to all associate degrees and to baccalaureate degrees upon transfer.

Courses following each other in sequence will be numbered in sequence, i.e., History 101/102. In a sequence, the first course is generally a prerequisite for the second.

All courses listed are not offered every year. Many courses are offered only on student demand.

In addition to the regular semester college courses, Kodiak Community College offers Open Entry/Open Exit programs in Office Occupations, Math and Writing. These programs offer the following advantages:

- *Enroll and begin at any time.
- *Plan your own program.
- *Organize your own time schedule.
- *Work at your own pace.
- *Learn new skills or refresh old skills.
- *Receive credit when you complete the course objectives.
- *Use the latest audio-visual equipment and learning aids.
- *Receive individual attention at all times.

Kodiak Community College also offers a course designed to prepare students to take the Certified Professional Secretary examination. The CPS examination is a national examination which gives a nationally recognized rating to secretaries who qualify for and pass the intensive, two-day exam. This examination is given on a regular basis at Kodiak Community College, enabling local secretaries to acquire professional rating.

UNLISTED COURSES

Some courses will be offered that are not listed in this catalog; this is due in part to developments after the catalog deadline.

A number of courses not published in the catalog are known as "S.T." courses – special topic courses that have been developed at the suggestion of the students, the public, and the faculty. A special topics course might eventually be retained as a permanent class under the standard course numbering system.

Other courses are being added to the curricula. The student is advised to consult the schedule of classes each semester which lists the courses currently being taught. Some courses in each academic area are only offered on demand.

ACCOUNTING

Acct. 101 3 credits
ELEM. ACCOUNTING I

An introductory course in accounting concepts and procedures for a business. Emphasis is placed on the accounting cycle and the recording, summarizing and interpretation of accounting data.

Acct. 102 3 credits
ELEM. ACCOUNTING II

A continuation of introductory accounting concepts and procedures with the introduction of manufacturing operations. Emphasis is placed on the accounting cycle and the recording, summarizing and interpretation of accounting data.

Acct. 210 3 credits
INCOME TAX

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.
Prerequisite: Accounting 101

Acct. 252 3 credits
INTRO. TO COST ACCOUNTING

An introductory course in cost accounting for manufacturing operations with thorough treatment of job order, cost accounting and process cost accounting.
Prerequisite: Accounting 101.

Acct. 230 3 credits
Acct. 231 3 credits
INTERMEDIATE ACCOUNTING

A treatment in depth of the balance sheet accounts and procedures for their analysis and correction. Study of working capital and fixed assets will be given special emphasis during Fall semester. Special attention will be given to long-term liabilities and stockholder's

equity during Spring semester.
Prerequisite: Acct. 102

ANTHROPOLOGY

Anth. 101 3 credits
THE STUDY OF MAN

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

Anth. 200 3 credits
HERITAGE OF ALASKA
NATIVES (Same as Hist. 200)

The methodology of ethno-history of Alaska Natives and consideration of cultural contacts, cultural breakdowns, and interaction of Natives with other people.

Anth. 202 3 credits
CULTURAL ANTHROPOLOGY

Basic theories and current concepts of cultural anthropology regarding the social, political and aesthetic life of primitive societies.
Prerequisite: Anth. 101 or permission of the instructor.

ART

Art 101 3 credits
Art 102 3 credits
BEGINNING CERAMICS

Introduction to the making and firing of clay objects. Study of clay methods of forming, decorating glazing & firing. Handbuilding and introduction to wheel throwing.

Art 105 3 credits
Art 106 3 credits
BEGINNING DRAWING

Exploration of basic drawing principles — lines, value, form, structure, perspective, texture, pictorial design in various media from objects, figures, landscapes, pure forms. Art 105-106 may be taken in reverse order.

Art 119 1 credit
INTRODUCTION
TO STAINED GLASS

An introduction to stained glass techniques including pattern designing, cutting, and lead coming.

Art 121 3 credits

ALEUT BASKETWEAVING

A crafts involvement in the authentic, fine-twined basketwork of the Aleutian Islands.

Art 123 3 credits

WATERCOLOR PAINTING

Painting in various transparent and opaque media (watercolor, tempera, polymer, casein). Emphasis on techniques and subjects. Prerequisite: Beginning Drawing.

Art 165 3 credits

BEGINNING WOODCARVING

Introduction to the tools and basic methods used in woodcarving. Use of knives and gouges. Selection of patterns. Proper tool sharpening. Emphasis on relief carvings but also covering carving in the round and other areas of interest.

Art 166 3 credits

ADVANCED WOODCARVING

A continuation of ART 165 using knives and gouges, selection of patterns, proper tool sharpening. Emphasis on carving in the round and relief carving.

Art 175 1 credit

BATIK ON SILK

The art of batik on silk fabric with Fezan dyes. Beginners through experienced students welcomed. Four projects minimum required.

Art 201 3 credits

Art 202 3 credits

INTERMEDIATE CERAMICS

A continuation of basic ceramics with emphasis on more advanced forms on the potter's wheel, glaze calculations, kiln operation and construction.

Art 205 3 credits

Art 206 3 credits

INTERMEDIATE DRAWING

Exploration of pictorial composition and creative interpretation of subjects. Prerequisite: Beginning drawing.

Art 213 3 credits

Art 214 3 credits

BEGINNING OIL PAINTING

Introduction to painting procedure. Still life, landscape, and figure studies in oil and varied media. Art 213-214 may be taken in reverse order. Prerequisite: Art 105 and 162 or permission of the instructor.

Art 215 3 credits

Art 216 3 credits

WEAVING (Same as HE 215-216)

This course will cover various weaving techniques, including the traditional loom weaving, different kinds of primitive weaving (back-strap loom, Inko loom, Hungarian loom, etc.), tapestry weaving, macrame and spinning and dying yarns. The emphasis will be on individual creativity and experimentation within these areas.

Art 221 3 credits

INTRODUCTION TO PHOTOGRAPHY

Basic principles of photography; exploration of photography as a means of artistic expression; its relationship to other art media. Cross listed with PC 203.

Art 223 3 credits

WATERCOLOR PAINTING AND COMPOSITION

Development of individual approach to watercolor media. Prerequisite: Watercolor painting. Can be repeated for credits with permission of the instructor.

Art 224 3 credits

PC 213 3 credits

INTERMEDIATE PHOTOGRAPHY

A continuation of ART 224, with emphasis on darkroom techniques. Students will learn the entire black and white film developing and printing process.

Art 260 3 credits
ART APPRECIATION

A course designed for the non-art major, to stimulate thought and develop an appreciation of all the visual arts. No attempt at chronological study is planned; rather, emphasis is on how art is useful in everyday life, how it speaks, what it means.

AVIATION TECHNOLOGY

AT.100 4 credits
PRIVATE PILOT GROUND SCHOOL

Preparation for the Federal Aviation Administration Private Pilot Examination. Includes aircraft flight instruments, navigation, the navigation computer, meteorology to include the national weather information, dissemination services, Federal Aviation Regulation, FAA Airman's Information Manual (AIM), radio communications and radio navigation.

AT. 102 4 credits
COMMERCIAL GROUND INSTRUCTION

Advanced work in topics discussed in Aviation Technology 100 plus: alcohol and drugs and their effect in flight; aircraft engines, systems performance and limitation; the radar environment; introduction to IFR charts; use of oxygen; medical facts for pilots; good operating practices, high performance aircraft; emergency procedures, pilot responsibilities: icing and maneuvers. Prerequisites: AT 100 or passing score on FAA Private Pilot Exam or permission.

BIOLOGY

Biol. 100 2 credits
SURVEY OF KODIAK FLORA

This course is designed for those interested in learning about Kodiak's flora by helping to pre-

pare pressed plant specimens.

Biol. 105 4 credits
FUNDAMENTALS OF BIOLOGY I

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

Biol 106 4 credits
FUNDAMENTALS OF BIOLOGY II

Survey of the three living kingdoms. Ecology and Population Biology. An introductory course for those needing a complete one-year course in the Biological Sciences. Prerequisite: Biol 105

Biol. 111 4 credits
HUMAN ANATOMY AND PHYSIOLOGY

The study of structure and function of the human body as related to the skeletal, muscular, nervous and cardiovascular systems. Emphasis on interrelationship between systems. (Includes lab work)

Biol. 112 4 credits
HUMAN ANATOMY AND PHYSIOLOGY

Biology 112 is a continuation of Biology of 111 - the study of structure and function of the digestive, urinary, respiratory, reproductive and endocrine systems. Microbiology incorporated (Includes lab work)

Biol. 210 4 credits
PHYSIOLOGY

Physiology of organisms at the molecular, cellular, organ and system levels. Prerequisites: Biology 105 with a grade of B or better, or Biology 105 and sophomore standing, Chemistry 101 or 104.

Biol 240 4 credits
**INTRODUCTORY
BACTERIOLOGY**

Introductory public health and medical bacteriology. General introductory bacteriology with emphasis on those areas that relate to Health Science. Either Biol 240 or Biol 242 is recommended for professional programs in the Health Sciences. Prerequisite: Biol 105, Chem 105, or completion of at least one semester in a health occupations program.

Biol. 242 4 credits
**INTRODUCTION TO
MICROBIOLOGY**

Survey of the morphology and physiology of microorganisms, their role in ecology and their relationship to man. Prerequisite: Biol 105. (Includes lab)

Biol. 252 3-4 credits
PRINCIPLES OF GENETICS

Principles of inheritance in plants and animals: the physiochemical properties of genetic systems. (Laboratory optional.) Prerequisite: Biol. 105.

Biol. 271 3 credits
PRINCIPLES OF ECOLOGY

Relationships between organisms and their environments. Communities, environmental factors affecting plants and animals, population structure, and reaction of organisms. Field trips. Prerequisite: Biol. 105 and 106.

BUSINESS ADMINISTRATION

B.A. 151 3 credits
INTRODUCTION TO BUSINESS

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

B.A. 223 3 credits
REAL ESTATE LAW

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. 241 3 credits
BUSINESS LAW I

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

B.A. 242 3 credits
BUSINESS LAW II

Continuation of the basic principles, institutions and administration of law in insurance, suretyship, partnership, corporations, real property, trusts, wills, bankruptcy, torts and business crimes.

B.A. 105 3 credits
**PRINCIPLES OF BANK
OPERATION**

This course presents the fundamentals of banking function in a descriptive fashion for the beginning banker. An over view of the profession in a broad (operational) perspective. The descriptive orientation is intentional. Banking is increasingly dependent on personnel who have the broad perspective so necessary for career advancement.

CHEMISTRY

Chem. 105 4 credits
GENERAL CHEMISTRY

An introduction to Chemistry for science majors including atomic and molecular structure and reactivity, equations, state of matter, chemical calculations, solutions, kinetics and equilibrium. Lab is

used to develop skills in using glassware and handling chemicals. Prerequisites: Chemistry from High School or permission of instructor.

Chem. 106 4 credits
GENERAL CHEMISTRY AND QUALITATIVE ANALYSIS

Follows Chem 105 and includes Nuclear Chemistry, Thermochemistry, Electro-chemistry, Chemistry of selected elements and Organic Chemistry. Prerequisites: Chem. 105 or equivalent.

COMPUTER INFORMATION SYSTEMS

CIS 101A 1 credit
INTRODUCTION TO COMPUTERS & COMPUTER LITERACY

Basic introduction to this new and rapidly developing area of technology. System evaluation, limitations and capabilities will be covered.

CIS 101B 2 credits
INTRODUCTION TO DATA PROCESSING

Overview of the role of computers in the working environment, details of computer hardware and software, an introduction to programming methods. (Designed as a follow-up on CIS 101A)

CIS 102 3 credits
PROGRAMMING IN BASIC

Introduction to the common micro-computer language BASIC — Beginners All Purpose Symbolic Instruction Code, using micro-computers and mainframe systems with an overview of literacy concepts.

CIS 202 3 credits
APPLIED PROGRAMMING IN BASIC

An advanced course in the use of the language BASIC with applications demonstrating the use of files, structured data and programming style.

PREREQUISITE: CIS 102

CIS 106 3 credits
BEGINNING PROGRAMMING IN PASCAL

A first course in computer programming in the language that has set the standard for applications software. Includes micro and mainframe computer systems and an overview of literacy concepts.

CIS 206 3 credits
APPLIED PROGRAMMING IN PASCAL

An advanced course in the use of Pascal with applications demonstrating the use of files, structured data and programming style.

PREREQUISITE: CIS 106

ECONOMICS

Econ. 121 3 credits
PRINCIPLES OF ECONOMICS I

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

Econ 122 3 credits
PRINCIPLES OF ECONOMICS II

Theory of prices and markets; income distribution; contemporary problems of labor, agriculture, public utilities, international economic relations. Prerequisite: Econ. 121.

Econ. 232 3 credits
ECONOMIC HISTORY OF THE UNITED STATES

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

EDUCATION

Ed. 201 3 credits
ORIENTATION TO EDUCATION

Designed to acquaint the prospective teacher with the nature of teaching, including the scholastic, professional and personality requirements for effective teaching. Involves laboratory time in the

public schools as teacher's aide. Open to all students. Recommended for students majoring in or minoring in education.

ENGLISH

Engl. 67 3 credits ELEMENTARY EXPOSITION

Training and practice in the basic skills necessary to produce clear, vigorous prose, with emphasis on the paragraph. No prerequisites.

Engl. 68 3 credits ELEMENTARY EXPOSITION

Continuation of English 67 with addition of community and cultural experience to serve as sources of writing assignments. No prerequisite.

Engl. 104 3 credits INTENSIVE DEVELOPMENTAL ENGLISH

All material used will be correlated with a specified course in which the student is concurrently enrolled, and work will be focused on problems peculiar to that course. May be taken a second time for credit when the correlated course is different.

Engl. 106 3 credits INTENSIVE DEVELOPMENTAL WRITING

A writing program emphasizing the difference between speech and writing, narrative and factual reporting, with particular emphasis on the use of connectors and other organizational devices used in the various kinds of writing done in college.

Engl. 107 3 credits STUDY READING FOR COLLEGE

Group and individual instruction in techniques for improving reading rate and comprehension. Development of advanced reading skills and expansion of vocabulary,

practice in critical reading skills demanded by college courses. Attention focused on study habits.

Engl. 111 3 credits METHODS OF WRITTEN COMMUNICATION

Intensive instruction in written expression, including orderly thought, clear expression, and close analysis of appropriate texts.

Engl. 131 3 credits INTRODUCTION TO LITERATURE

Introduction to the analysis and appreciation of fiction, drama and poetry. Recommended for students considering English as a major or a minor.

Engl. 175 3 credits VOCABULARY DEVELOPMENT

Studies to increase the student's acquaintance with and control of words in English. Emphasis on developing the student's own vocabulary through familiarity with Greek and Latin word roots, some consideration of processes in the development of the English vocabulary as a whole. Individual projects encouraged.

Engl. 201 3 credits MASTERPIECES OF WORLD LITERATURE

To develop familiarity and interpretation of selected masterpieces. Emphasis on survey and selected excerpts. Prerequisites: Engl. 111 and 211 or the equivalent.

Engl. 202 3 credits MASTERPIECES OF WORLD LITERATURE

To develop familiarity and interpretation of selected masterpieces with emphasis on the novel. Prerequisite: Engl. 111 and 211 or the equivalent.

Engl. 203 3 credits A SURVEY OF BRITISH LITERATURE

Analysis and interpretation of selected English writings from the Age of Chivalry to the Romantic Period. Prerequisite: Engl. 111.

Engl. 204 3 credits
A SURVEY OF BRITISH LITERATURE

Analysis and interpretation of selected English writings from the Romantic Period to the Modern Period.

Engl. 207 3 credits
AMERICAN PRIZEWINNERS

Interpretation and discussion of works by 20th century Americans who have won the Nobel or Pulitzer prizes for their literary efforts.

Engl. 211 3 credits
INTERMEDIATE COMPOSITION WITH MODES OF LITERATURE

Practice of written interpretation of fiction, drama, and poetry. Prerequisite: Engl. 111.

Engl. 212 3 credits
TECHNICAL REPORT WRITING

Practice in writing business correspondence, formal and informal reports. Assignments correlated with vocational writing requirements. The student should be well versed in his/her technical field before enrolling. Prerequisite: Engl. 111. Fall semester.

Engl. 213 3 credits
EXPOSITION

Further application of formal composition techniques to comprehensive writing assignments. Introduction to style. Emphasis on non-technical writing. Prerequisite: Engl. 111 and 131.

Engl. 265 3 credits
LITERATURE OF THE NORTH

A regional approach to the writers of Alaska, Canada, Scandinavia and the Soviet Union.

FISHERIES TECHNOLOGY

DESL 110 3 credits
BEGINNING DIESEL ENGINES

Fundamentals of basic diesel engines. Course includes troubleshooting and preventative maintenance.

FT 100 1 credit
GILLNET HANGING & REPAIR

Theory and practice of gillnet hanging and repair as applied in the Alaskan salmon and herring gillnet fisheries, including special techniques.

FT 103 1 credit
OUTBOARD MAINTENANCE & REPAIR

Enables individual to be aware of factors that cause engine failure, to correct minor engine breakdowns in the field, preventative maintenance and storage procedures.

FT 105 3 credits
SCUBA DIVING

Lectures on diving techniques, gear safety with emphasis on crisis situations, supplemented with work in pool and ocean environment. Student completing course successfully receive diver's certificate. (Cross referenced under PE 101)

FT 113 3 credits
COASTAL PILOTING AND NAVIGATION

Development of navigation techniques and familiarity with local water. Includes chart reading, compass, piloting, aids to navigation and rules of the road.

FRENCH

French 101 3 credits
French 102 3 credits

ELEMENTARY FRENCH

Designed to teach students to

hear, speak, read, and write French. Oral practice is emphasized. Prerequisite for French 102: French 101.

HEALTH & SAFETY

EMT. 119 3 credits
EMERGENCY MEDICAL
TRAINING

Overall objective is to improve quality of emergency care rendered to victims of accidents and illness. At least 81 hours are required to develop the necessary skill level. Practical application, control of bleeding, application of splints, prevention of shock, and other basic life support techniques are emphasized.

EMT. 120 3 credits
EMERGENCY MEDICAL
TRAINING

Practicum for EMT 119.

HS 101 1 credit
LAMAZE CHILDBIRTH

Prepares couples for the physical and emotional demands of childbirth. Topics covered are the "what" and "how", breathing, relaxation and exercise.

HISTORY

Hist. 101 3 credits
WESTERN CIVILIZATION

The origins and major political, economic, social and intellectual developments of western civilization to 1650.

Hist. 102 3 credits
WESTERN CIVILIZATION

Major political, economic, social and intellectual developments of western civilization since 1650.

Hist. 131 3 credits
HISTORY OF THE U.S.

Discovery and exploration, Colonial period, American Revolution, the Constitution, Federal period, Jeffersonian-Jacksonian Democracy, covering a time-frame through the Civil War.

Hist. 132 3 credits
HISTORY OF THE U.S.

This course begins where HIST 131 leaves off with the Reconstruction of the South following the Civil War up to and including the Viet Nam War. This course concludes with a study of modern society following the Viet Nam war.

Hist. 200 3 credits
HERITAGE OF ALASKA
NATIVES (Same as Anth 200)

The methodology of ethnohistory of Alaska Natives and consideration of cultural contacts, cultural breakdowns, and interaction of Natives with other people.

HOME ECONOMICS

H.E. 103 2 credits
NUTRITION TODAY

The importance of food for growth and maintenance of health, dietary needs of the family, and fundamentals of nutrition. Special concerns such as weight control, heart disease, food fads, and nutrition of the future.

H.E. 135 2 credits
BASIC SEWING I

Designed for beginning students with little or no knowledge of sewing. Experience in the use of sewing machine and basic equipment, patterns, fabric and notions.

HE 203 2 credits
NORMAL NUTRITION

An introduction to basic nutri-

tional needs, and the socio-cultural factors that influence an individual's ability to meet those needs. Strategies to be considered in promoting adequate nutrition are explored. Current trends and cultural implications in food selection and preparation are explored. Designed for 2 yr-4 yr Nursing Students.

H.E. 215 2 credits

H.E. 216

WEAVING (Same as Art 215-216)

The study of various weaving techniques, including the traditional loom weaving, different kinds of primitive weaving (backstrap loom, Inko loom, Hungarian loom, etc.), tapestry weaving, macrame, and spinning and dyeing yarns. The emphasis will be on individual creativity and experimentation within these techniques.

H.E. 245/PSY 245 3 credits

CHILD DEVELOPMENT

Theory and laboratory of human, mental, emotional, social, and physical development. Prerequisite: Psychology 101.

HUMANITIES

Hum. 211 3 credits

Hum. 212 3 credits

HUMANITIES

Integrated introduction to the fundamental principles of literature, music, arts and philosophy. Prerequisite: Eng. 111 or equivalent. History 101-102 recommended.

JUSTICE

Just. 110 3 credits

INTRODUCTION TO JUSTICE

Survey of philosophies, functions and methods of social control with emphasis on the role of law and those involved in its administration - police, courts, corrections organizations. Includes study of his-

tory, organization, processes, and problems related to law and justice agencies in a heterogeneous democratic society. This course is a prerequisite to all justice courses.

Just./Soc 203 3 credits

JUVENILE DELINQUENCY

A conceptual approach to deviant and delinquent behavior, contributing social problems, adolescence as a subculture with emphasis on the juvenile code and treatment procedure. Prerequisite Soc. 101 or permission of instructor.

Just. 221 3 credits

JUSTICE ORGANIZATION AND MANAGEMENT

Survey of organization and management of police, court, correctional and legal operations; agency roles, goals, structural arrangements and administrative practices; applicability of theory and research techniques and instruments of organization and management; principles of change. Prerequisite Just. 110.

Just. 250 3 credits

DEVELOPMENT OF LAW

Study of underlying philosophy, development and structure of law with emphasis on law system of U.S. and Alaska. Includes "Civil" precedents of such Constitutional provisions as "due process" and "equal protection" in the United States Bill of Rights, criticisms of law, review of Native law ways, procedures for changing law.

Just. 251 3 credits

CRIMINOLOGY

The study of deviant behavior and theories of crime causation and their relationship to society, law and law enforcement. Prerequisite: Just. 110.

Just. 252 3 credits

SUBSTANTIVE CRIMINAL LAW

A study of the elements, purposes, and functions of the substantive criminal law with emphasis upon historical and philosophical concepts. Prerequisites Just. 110; Just. 250.

Just. 254 3 credits

PROCEDURAL CRIMINAL LAW

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. Prerequisite Just. 110; Just. 250.

LIBRARY SCIENCE

LS 101 3 credits

LIBRARY SKILLS

An independent study course in college library skills and some resources and facilities common to academic libraries in general. No class sessions are held; the student works at his individual rate and on his own time schedule.

MATHEMATICS

Math 055 3 credits

ELEMENTARY ALGEBRA

A beginning algebra course. Topics include signed numbers, polynomials, factoring, exponents, radicals, algebraic fractions, equations, inequalities, quadratic equations. Prerequisites: None.

Math 103 3 credits

Math 104 3 credits

CONCEPTS OF MATH

This course is designed for the student who has a limited background in math or a so called "fear" of math. There are a variety of topics including square roots, practical geometry, simple algebra, logic, number theory, graphing, simple trig. This course is intended to satisfy the general education requirement and should be appealing

ing to liberal arts students. Prerequisites: None.

Math 105 3 credits

INTERMEDIATE ALGEBRA

Presumes a solid foundation in elementary algebra. This course extends the student's ability to perform algebraic manipulations at the intermediate level. Additional topics: Graphing, complex numbers, functions and systems of equations. Prerequisites: One year of high school algebra (grade C or better) or Math 055.

Math 106 6 Credits

COLLEGE ALGEBRA

AND TRIGONOMETRY

Includes all topics from Math 107 and Math 108. A fast moving sophisticated course for students with above average ability. Prerequisite: 2 years of high school algebra (grade C or better), Math 105 or equivalent.

Math 107 3 credits

COLLEGE ALGEBRA

A sophisticated and advanced algebra course for students with a solid algebra background. Review and extension of Math 105; teaches logarithms, binomial theorem, Cramer's rule, matrices and determinants. Prerequisites: 2 years high school algebra (grade C or better) or Math 105 or equivalent.

Math 108 3 credits

TRIGONOMETRY

This course includes trig. functions and equations, identities, use of trig. tables and solutions of triangles. For the student who is thoroughly proficient in algebra. Prerequisites: Math 107 or equivalent.

Math 110 3 credits

MATHEMATICS OF FINANCE

Designed for the student with a modest mathematical background who wishes to develop skills in applied business mathematics and financial matters. Includes review of basic math, simple and compound interest, discount, selling at retail, installment buying, payrolls,

depreciation. Prerequisite: 1 year high school algebra or permission of instructor.

Math 114 3 credits
GEOMETRY

This course includes understanding lines and angles, geometric proofs involving congruent triangles, parallel lines, quadrilaterals, finding areas of circles and polygons and constructions using straight edge and compass. Prerequisites: 1 year of high school algebra (grade C or better).

Math 115 1 credit
CONSUMER MATH

This course is a guide to helping the consumer stretch his dollar. Prerequisites: None.

Math 130 1 credit
MATH FOR CARPENTERS

This course is for practicing carpenters who desire to improve their math skills or for students who wish to become familiar with the terminology and practices of carpentry including measurement, percentage, decimals, fractions, ratio and proportion, surface measurement, volume and estimating. Prerequisites: None.

Math 131 1 credit
MATH FOR AUTOMOTIVE TECHNICIANS

This course includes basic math as applied to the automobile with emphasis on fractions, decimals, percent, angular and circular measurement, speed ratios and formulas for efficiency, temperature, horsepower, cylindrical volume. Prerequisites: None.

Math 132 1 credit
MATH FOR MACHINISTS

This course involves basic math applied to actual machine problems and involves special trigonometry used in measuring various angles, belt drives, compu-

tations, lathe work, milling machine, planer and shaper problems. Prerequisites: None.

Math 133 1 credit
MATH FOR ELECTRICIANS

This course is for practicing electricians who desire to improve their math skills or for students who wish to become familiar with the terminology by applying actual problems and formulas used by the electricians. Prerequisites: None.

Math 134 1 credit
MATH FOR HEALTH OCCUPATIONS

This course is designed to enhance the student's knowledge and skill in basic mathematics relevant to health care. The Metric and Apothecaries' Systems are explained to include conversions between the systems. Determining correct dosages is also included. Prerequisite: None.

Math 200 4 credits
CALCULUS I

An introductory course in the calculus. Topics include review of functions and analytic geometry, limits, continuity, derivatives of algebraic forms, applications of the derivative, the definite and indefinite integral. Prerequisites: Math 106 or Math 107 and Math 108.

Math 201 4 credits
CALCULUS II

Differentiation and integration of exponential, logarithmic, and trigonometric functions, techniques of integration, applications of the integral, parametric equations, arc length, polar coordinates. Prerequisite: Math 200

Math 202 4 credits
CALCULUS III

Vectors infinite series, partial derivatives, three dimensional

analytic geometry, multiple integration. Prerequisite: Math 201

Math 205 3 credits
MATH FOR ELEMENTARY SCHOOL TEACHERS I

Elementary set theory, numeration systems, algorithms, divisors, multiples, intergers, introduction to topology and rational numbers with applications in the classroom.

Prerequisite: One year H.S. Algebra

Math 206 3 credits
MATH FOR ELEMENTARY SCHOOL TEACHERS II

A continuation and expanded version of Math 205 — includes real numbers logic, informal geometry, metric system, probability & statistics with classroom applications.

Prerequisite: Math 205

Math 207 3 credits
INTRODUCTION TO PROBABILITY AND STATISTICS

This course includes basic probability terminology, properties of probability, union and complement of events, permutations, combinations, conditional probability of some basic probability models.

Prerequisite: Math 107
(College Algebra)

MATERIALS TECHNOLOGY

MATT 105 3 credits
INTRODUCTION TO WELDING

The course begins with the very basics of learning to set up the machine, strike an arc, to welding simple beads and making joint welds on mild steel. The course is not designed for persons who want advanced training.

MUSIC

Mus. 110 A/B/C/D 1 credit
PRIVATE PIANO

Weekly half-hour lessons give

student a well-rounded background in classical, technical, popular and jazz. Chord method and some piano theory will be included.

Mus 123 3 credits
MUSIC APPRECIATION I

Introduction to the historical-cultural aspects of music as an art form in the various stylistic eras, the leading figures of these eras, and the world they inhabited. The course also deals with the materials and structural elements out of which a musical is fashioned. Open to all students.

Mus 124 3 credits
INTRODUCTION TO MUSIC

Continuation of Mus. 123. Prerequisite: Mus. 123 or permission of instructor.

OFFICE OCCUPATIONS

OO 82 3 credits
CLERICAL ACCOUNTING I

This course is designed to acquaint you with the elements of accounting, the accounting equation and the analysis of all business transactions.

OO 83 3 credits
CLERICAL ACCOUNTING II

This course is designed to introduce you to subsystems and procedures for handling cash receipts, cash payments, purchases, sales, personnel and payroll (new), and general accounting as well as the complete accounting cycle of a merchandising business.

Prerequisite: OO 82

OO 84 2 credits
CLERICAL ACCOUNTING III

This course is designed to develop procedures necessary for updating accounting records for uncollectible accounts, depreciation, accruals and deferrals.

Prerequisite: OO 83

OO 100 3 credits
PERSONAL SHORTHAND

This course introduces you to an alphabetical system with only forty rules to memorize. Students will attain ample speed for normal dictation in one semester.

OO 101 4 credits
BEGINNING SHORTHAND

This course presents the principles of Gregg shorthand and develops ability to read shorthand, take dictation at 60 to 80 words per minute.

OO 102 4 credits
INTERMEDIATE SHORTHAND

This course develops your ability to construct new outlines from dictation and to construct outlines during dictation of 80 - 100 words a minute and to transcribe mailable copy.

Prerequisites: OO 131, OO 100 & OO 103 or demonstration of equivalent proficiencies.

OO 103 1-3 credits
BEGINNING TYPEWRITING

This course provides you with basic typewriting skill with emphasis on correct techniques and development of speed and accuracy.

OO 104 1 credit
TYPEWRITING SKILL BUILDING

This course is designed to improve your speed and/or accuracy on straight copy typing.

Prerequisite: OO 103 or equivalent proficiencies.

OO 105 3 credits
INTERMEDIATE TYPEWRITING

This course is designed for you to attain increased speed and accuracy.

Prerequisite: OO 103 or equivalent proficiencies.

OO 106 3 credits
ADVANCED TYPEWRITING

This course is designed for you to achieve the level of typing skill

that will assure successful performance in a business office.
Prerequisite: OO 105 or equivalent proficiencies.

OO 107 1-3 credits
KEYBOARDING SKILLS FOR MICROCOMPUTERS

This course is designed to develop your basic keyboarding skill which will enable you to operate a microcomputer to input and retrieve information.

OO 131 1-3 credits
COMPREHENSIVE BUSINESS ENGLISH

This course will help you to sharpen your English fundamentals as they apply to business situations.

OO 155 3 credits
MATH AND CALCULATING MACHINES

This course integrates the concepts of business math and instruction for solving problems with calculating machines.

OO 207 1-3 credits
MACHINE TRANSCRIPTION

This course will develop your ability to transcribe efficiently using a cassette tape dictation/transcription unit.

Prerequisite: OO 131 or equivalent proficiency

OO 209 3 credits
HUMAN RELATIONS

This course will enable you to gain insight into personal behavior and develop the human relations skills needed for getting along with others.

OO 211 3 credits
FILING AND RECORDS MANAGEMENT

This course is designed to acquaint you with the methods and procedures used in the management of information and records.

OO 212 1-3 credits
**WORD PROCESSING CONCEPTS
AND APPLICATIONS**

This course is designed to introduce you to the basic governing concepts common to all word processing systems.

Prerequisite: OO 105 & OO 131 or equivalent proficiencies.

OO 214 1 credit
DATA ENTRY OPERATIONS

This course is designed to develop your keyboard dexterity and accuracy to the level required for operating data entry equipment. Emphasis is on common data entry procedures used in accounting and computer programming.

OO 215 1 credit
**COMPUTER APPLICATIONS
FOR ACCOUNTING**

This course provides a transition from manual accounting to automated accounting on the micro-computer.

Prerequisite: OO 84

OO 231 1-3 credits
**WRITTEN BUSINESS COMMUNI-
CATIONS**

This course emphasizes the principles of writing as they apply to letters, memos, and reports.

Prerequisite: OO 131 or equivalent proficiencies.

OO 242 3 credits
OFFICE PROCEDURES

This course is designed to prepare you to carry out the duties and responsibilities of a general office employee.

Prerequisite: OO 105 & OO 131 or equivalent proficiencies.

OO 243 3 credits
LEGAL OFFICE PROCEDURES

This course will provide you with realistic projects which will prepare you as a secretary in any legal office situation.

Prerequisite: OO 105 & OO 131 or equivalent proficiencies.

OO 244 3 credits
**SECRETARIAL OFFICE
PROCEDURES**

This course will equip you with a knowledge of procedures required of a secretary in any type of office situation.

Prerequisite: OO 105 & OO 131 or equivalent proficiencies.

OO 245 3 credits
**MEDICAL OFFICE
PROCEDURES**

This course is designed to prepare you to establish and maintain medical records through the use of projects and simulations.

Prerequisite: OO 105 & OO 131 or equivalent proficiencies.

OO 281 1-9 credits
SIMULATIONS AND PROJECTS

This course enables you to apply skills and knowledge on a project or simulation that is related to your occupation objective.

Prerequisite: Instructor's permission

PHYSICAL EDUCATION

PE 100A 1 credit
AEROBIC DANCE

Cardio-vascular exercise to build fitness and endurance

PE 100D 1 credit
DANCE FITNESS

Ballet and modern dance techniques for strength, flexibility and muscle tone.

PE 100H 1 credit
HIKING KODIAK TRAILS

Hiking Kodiak Trails for the non-initiated or those who would prefer to go in a group. An opportunity to learn survival skills as well as new trails in Kodiak.

PE 100K
PE 200K 3 credits
**BEGINNING/INTERMEDIATE
KARATE**

Students will learn Shotokan style of karate with basic techniques in karate and judo in fighting and self-defense. For Intermediate Karate students, a continuation of Beginning Karate. Prerequisite for Intermediate Karate: PE 100K or permission of instructor

PE 100S 1 credit
WINTER CAMPING AND SURVIVAL

An introduction to the skills and knowledge necessary for emergency survival. Survival gear, preparedness, emergency rations and health care, finding food, erecting shelter and building a fire.

PE 100W 1 credit
WEIGHT TRAINING FITNESS

Students meet with instructor at assigned time for development of individual fitness routine and spend additional time each week working out in the lab.

PE 100Y 1 credit
HATHA YOGA

Body movements to increase flexibility and strength.

PE 101 3 credits
SCUBA DIVING

Lectures on diving techniques, gear safety with emphasis on crisis situations, supplemented with work in pool and ocean environment. Student completing course successfully receive diver's certificate. (Cross referenced under FT 105)

POLITICAL SCIENCE

P.S. 101 3 credits
INTRODUCTION TO AMERICAN GOVERNMENT

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

PSYCHOLOGY

Psy. 101 3 credits
INTRODUCTION TO PSYCHOLOGY

Fundamentals of general psychology and human behavior.

Psy. 102 3 credits
INTRODUCTION TO PSYCHOLOGY

A continuation of the fundamentals of the principles of general psychology. Prerequisite: Psychology 101.

Psy. 150 3 credits
HUMAN DEVELOPMENT

An introductory overview of the various aspects of development and changes which occur throughout a person's life span. Covers prenatal period; infancy; early and middle childhood; adolescence; early, middle and late adulthood.

PSY 224 3 credits
SUBSTANCE ABUSE COUNSELING

Theory and knowledge for counselors of alcohol and drug user/abusers. Students will be able to formulate a theoretical framework for utilizing beginning counseling skills.

PUBLIC COMMUNICATIONS

PC 203 3 credits
Art 221 3 credits
INTRODUCTION TO PHOTOGRAPHY

Basic principles of photography, exploration as a means of artistic expression and its relationship to other art media.

PC 213 3 credits
Art 224 3 credits
INTERMEDIATE PHOTOGRAPHY

A continuation of Art 224,

with emphasis on darkroom techniques. Students will learn the entire black and white film developing and printing process.

PC 216 3 credits
TELEVISION PRODUCTION

This course is designed to provide information and the actual experience of producing television programming. The terminology of the medium, the equipment, staging, lighting and script preparation will be discussed and applies in a combination lecture/workshop format. Students will have the opportunity to participate in a weekly news program on Channel 13 and/or to undertake their own television production.

RUSSIAN

Russ. 101 3 credits

Russ. 102 3 credits

ELEMENTARY RUSSIAN

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. Russ. 101 is a prerequisite to Russ. 102.

SOCIOLOGY

Soc. 101 3 credits

INTRODUCTION TO SOCIOLOGY

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

Soc. 102 3 credits

INTRODUCTION TO SOCIOLOGY

Expansion of sociological concepts introduced in Soc. 101 through application to the in-

stitutions of family, economy, politics, education, and religion and major social trends. Prerequisite: Soc. 101.

Soc. 106 3 credits
SOCIAL WELFARE

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. Prerequisite: Soc. 101.

Soc. 109 3 credits
PRINCIPLES OF CASE WORK

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 3 credits
SOCIAL PROBLEMS

Problems of contemporary society; analysis of factors giving rise to them, and an attempt to explore remedial strategies.

Soc. 207 3 credits
POPULATION AND ECOLOGY

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. Prerequisite: Soc. 101, 102.

Soc. 210 3 credits
PRINCIPLES OF CORRECTION

An introduction to the basic concepts of probation and parole; the use of authority in methods, a study of popular and professional concepts in correction.

Soc. 242 3 credits
THE FAMILY

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. Prerequisites: None. Soc. 101 recommended.

SPEECH

Speech 111 3 credits FUNDAMENTALS OF ORAL COMMUNICATIONS

An introduction to the processes of interpersonal and group communication patterns, focusing on the effective elements of language and culture. Work is based on specific structural technique combined with creative delivery methods and the essentials of audience analysis, audience response and constructive listening.

THEATRE ARTS

Thr. 101 1-3 credits Thr. 102 1-3 credits THEATRE PRACTICUM

Participation in Drama workshop or lab productions as performer or technical staff member. Participation in productions is required.

Thr. 201 1-3 credits Thr. 202 1-3 credits THEATRE PRACTICUM

Participation in Drama Workshop or Lab productions as performer or technical staff member.

VOCATIONAL ARTS

VA 100 2 credits BEGINNING WOODWORKING

The basics of sound wood design, stock selection, hand and machine tools, cutting & shaping, fastening, surface preparation, stains & finishes.

VA 105 3 credits FRAME CABIN CONSTRUCTION

A course designed for those planning to build on Kodiak Island. The curriculum starts out with lot and site selection, and moves through the entire procedure of constructing a warm, energy-efficient building. Each semester a class builds a structure in order to understand the basics of construction and gain insights into the makings of a superior building.

VA 110 3 credits TRADITIONAL KAYAK CONSTRUCTION

Knowledge of and building skills for construction of Eskimo skin boat. Each individual will construct a kayak.

VA 120 3 credits BOATBUILDING

Principles of skiff construction, including lofting, patternmaking, woods, glues, fasteners, construction.

VA 150 2 credits FURNITURE REFINISHING

Treatment of old furniture, tightening and refastening, stripping of old finish, smoothing, staining, application of a new finish.

VA 200 2 credits ADVANCED WOODWORKING

An advanced version of VA 100 with emphasis on complex assembly techniques. The care and use of machines in building items made from wood.

Note: Students are responsible for personal items brought to classrooms. The college assumes no liability for personal items.



STAFF

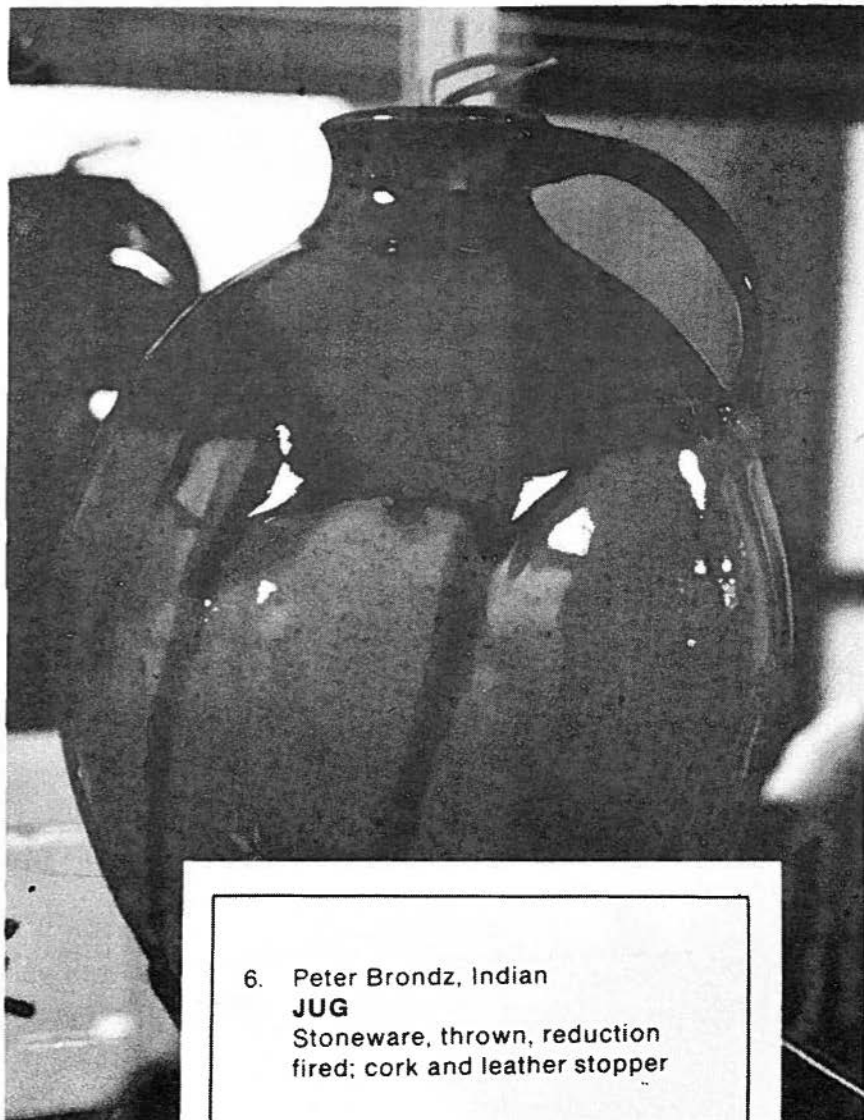
Ken Boyer	Custodian
Benjamin Justiniano	Custodian
Betty Hall	Bookkeeper
Karen Hamer	Bookkeeper
Patricia Mahoney	Personnel
Dee McDaniel	Registrar
Barbara Cristaldi	Administrative Assistant
Lynn Saupe	Purchasing
Violeta Doctolero	Bookstore
Martha Weber	Library Aide
Fely Rambac	Clerical
Sylenda Paddock	Clerical
Janee Lewis	Clerical
Ed Campbell	Media

FULL-TIME INSTRUCTORS

Charlotte Hatfield	Librarian
Frances Cater	English Humanities
Gary Stevens	Drama Speech
Mark White	Vocational Education
Susan Brockman	Math Music
Sharon O'Keefe	Office Occupations
Chris Jamin	Adult Basic Education

PART-TIME INSTRUCTORS

Approximately 70 part time instructors teach courses each semester.



6. Peter Brondz, Indian
JUG
Stoneware, thrown, reduction
fired; cork and leather stopper

VILLAGE INSTRUCTORS

Mitch Simeonoff	Akhiok
Christy Gutierrez	Karluk
Gwen Aga	Larsen Bay
Fran Shugak	Old Harbor
Jennifer Squartsoff & Eileen Boskovsky	Ouzinkie
Stan Thomsen and Christine Von Scheelee	Port Lions

UNIVERSITY OF ALASKA

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George Melican..... Chancellor,
Community College Division

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