

Kodiak Community College Catalog 1984-85

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

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, national origin, sex, disability, age or veteran status in accordance with Executive Order 11246 as amended, Titles VI and VII of the 1964 Civil Rights Act, Title IX of the Educational Amendment of 1972, Rehabilitation Act of 1973, the Age Discrimination Acts of 1974-75, the Vietnam Era Readjustment Assistance Act of 1974, and Title 41, parts 60-1, 60-2, 60-3, 60-2-, and 60-50, and sections 799A and 845 of the Public Health Service Act, where applicable. Inquiries regarding the application of these and other regulations should be directed to the Local Affirmative Action Officer at the University of Alaska.

Sources of Information

All are available at the college, Box 946 or phone 486-4161.

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KODIAK COMMUNITY COLLEGE ACADEMIC CALENDAR 84 - 85

FALL SEMESTER

Registration	 .September 5, 6, 7, 1984
Classes Begin	 September 12, 1984
Semester Ends	 December 21, 1984

SPRING SEMESTER

Registration								•	•			•	•		•	•	Ja	n	u	ar	y	1	4	, :	15	, 1	۱6,	198	85
Classes Begin		•	•	 •	•	•	٠	•	•				•	•	•	٠					٠.	Ja	n	u	ary	2	21,	198	85
Semester Ends	•	•	•	 •	•	•	•	•	•	•	•	•	•			٠			•	•			•		Ma	y	2,	198	34

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 1984 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.

The college coordinates upper division and graduate courses through the University of Alaska.

Programs are coordinated with the following local agencies and groups: **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, Dr. Jay Barton, and the present president Dr. Donald O' Dowd.

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.



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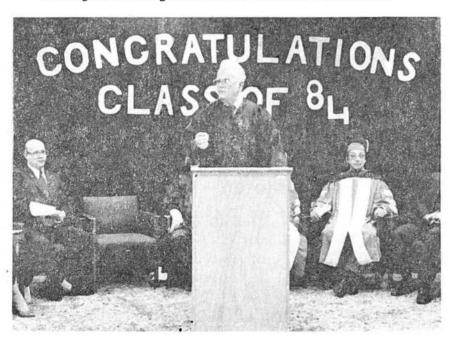
MISSION

The mission of Kodiak Community College is to provide developmental, academic, vocational, community services, and counseling programs to the people of Kodiak Island. The services of the college respond to its regional needs as identified by the community college council. The college places primary emphasis on the needs of people of all ages beyond the traditional age for high school graduation. It assists them in achieving the skills and knowledge which are important to responsible citizenship, personal fulfillment, and employability. Certificates and associate degrees are granted by the college for satisfactory completion of specific programs.

GOALS

- To seek students who can benefit from the programs and services of the college.
- 2. To recruit, maintain, and foster a capable staff to carry out the roles of the mission.
- 3. To provide and maintain facilities and resources to achieve the mission.
- To provide academic advisement, personal and career counseling, educational and occupational testing, and a comprehensive financial aid program.
- To encourage excellence in teaching, administration, and staff services by utilizing a continuous, equitable method of evaluation and by providing regular opportunities for professional development.
- To enhance community life by maintaining good library/media services and offering social, cultural, and recreational enrichment activities.
- 7. To seek and use ideas of students, faculty, staff, and community in curriculum development.
- 8. To offer a variety of learning and delivery modes including individualized instruction, outreach, and coordination of upper division and graduate courses.

- To systematically evaluate the effectiveness of programs and services and engage in short and long-range planning in order to meet fundamental college goals.
- 10. To graduate students who have acquired a general education which will enable them to live more effectively in society and continue their academic pursuits.
- 11. To prepare students for employment through vocational and technical training and upgrading of present skills.
- 12. To develop students' basic skills and to prepare them to qualify for the high school equivalency diploma.
- 13. To develop a desire in students for lifelong learning by encouraging participation in a variety of credit and noncredit educational offerings.
- 14. To acquaint students with effective communication, problemsolving, and critical-thinking skills.
- To increase student confidence, self-esteem, and goal clarification.
- 16. To have college facilities and resources utilized by local agencies, organizations, government, industries, and citizens.



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 high school students, 16 yrs. or older, 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.

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.



REGISTRATION

GENERAL PROCEDURES

Persons cligible for enrollment at Kodiak Community College 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.

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, and return it to the business office and pay the appropriate fee. 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

	R	esident	Non-F	Resident
Credit Hours	Under Graduate	Graduate	Under Graduate	Graduate
1	\$ 25	\$ 50	\$ 65	\$100
2	50	100	130	200
2 3 4 5	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

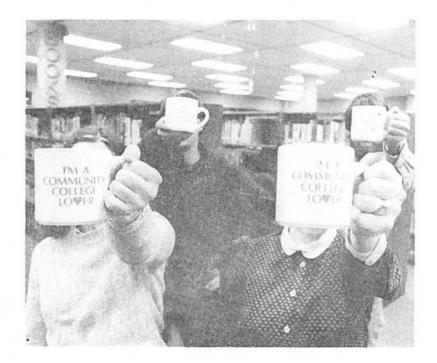
Courses which require the use of special materials, supplies or services may have a materials-use fee in addition to the normal credit-hour charge.

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)
Credit-by-Examination Fee
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 for 5 or more credits will pay one-half of assessed fees (excluding \$10 application fee for 12 or more credits payable in full with registration) at registration with the balance due within 60 days. Students registering after the designated registration dates will pay one-half of the assessed fees at registration with the balance due 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:

- 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 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, and Kodiak Area Native Association. 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! ips. 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 halftime *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 10 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 16,000 volumes is housed in the new 3,600 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, daytime and evenings, and Saturday mornings.

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.
- Monitoring, scoring and explaining tests, providing information to students regarding occupational interests, school aptitudes, abilities and personal values.
- 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. Information will be released only by written permission of the student.

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.

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.

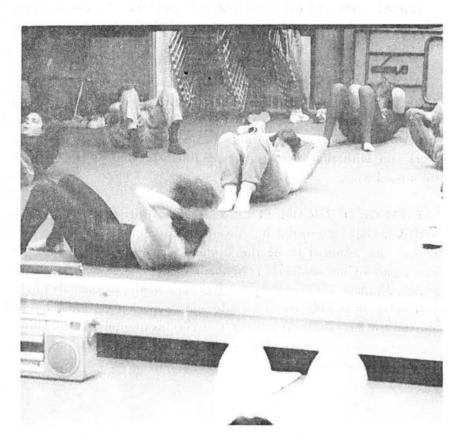
To insure that the college maintains adequate records to show continued pursuit by each veteran, the college records will include the following:

- 1. A final grade in each course for each term.
- 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.

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."



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ACADEMIC REGULATIONS

ACADEMIC PETITION: Any deviation from academic requirement 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.

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.

LOCAL ADVANCED PLACEMENT CREDIT: Placement in an advanced course is available through local placement tests given at the time of the student's enrollment.

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 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	0-30 credits
Sophomore	31-60 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 director of student service; 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.

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 do not carry academic transfer credit. Courses numbered 100 through 199 are usually freshman courses. Courses numbered 200 through 299 are usually sophomore courses.

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, courses 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 college 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 KOCC 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 local Credit-by-Examination, should consult with the counselor.

CLEP General Examinations

- 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.
- 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.

- 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.

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.



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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 performance of above average level.
- 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 (C or better) and carries no grade points.
- 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
- NC- Indicates the instructor has no basis to evaluate student progress. No-credit.

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), "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.

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.

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.



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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.

ONE-YEAR CERTIFICATE PROGRAMS

*OFFICE OCCUPATIONS

Major Specialty (Required) (21 credits):
00 103-Beginning Typewriting
00 131-Comprehensive Business English3
00 155-Business Math and Machines
00 209-Human Relations in Business
00 211-Filing and Records Management3
00 231-Written Business Communications
00 242-Office Procedures
Concentration for the Clerk-Typist Certificate (9 credits):
00 105-Intermediate Typewriting
00 207-Machine Transcription
00 212-Word Processing Concepts and Applications
Concentration for the Bookkeeper Certificate (9 credits):
00 082-Clerical Accounting I
00 083-Clerical Accounting II
00 084Clerical Accounting III
00 215-Computer Applications for Accounting

TOTAL 30

^{*}Students must prove competency on a comprehensive examination administered at the end of studies in order to receive this certificate.

ASSOCIATE DEGREE PROGRAMS

The Associate of Arts Degree (AA) is both an intermediate degree and a terminal degree. It is designed for 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.

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.

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

General Requirements

3.

Areas

- 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:

Credits

Total

60 Credits

Communications	9		
Written Communication	on (6)		
Oral Communication	(3)		
Math/Natural Science	9		
Humanities	9		
Social Science	9		
Applied Studies	9		
•••	Sub-Total	45	
Electives		15	

- 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.

ASSOCIATE OF ARTS DEGREE FISHERIES SCIENCE EMPHASIS

The student wishing a two year degree in fisheries science must complete the following specialty requirements:

COURSE TITLE	UNITS
Fisheries Management	3
Fisheries Biology I	3
Fisheries Biology II	4
Data Compilation	3
Fisheries Field Methods I	3
Fisheries Field Methods II	3
Data Entry Processing	2

These courses must be included in the general science requirements:

Biology 105	4
Chemistry 105	4
Math 105	3
Marine Biology	3

In addition, all degree requirements for the general transfer degree must be completed.

COURSE CLASSIFICATION

Natural Sciences

Biology, Biological Sciences

Chemistry

Physical Geography

Geology Physics

Physical Anthropology

Physical Sciences

Mathematics & Logic

All Mathematics, Statistics and Logic courses

Social Sciences

Anthropology

History* Economics

Geography (excluding-

201, 209) Psychology Sociology

Political Science Behavioral Science

Applied Studies

Art

Alaskan Native Languages

English

Humanities

Foreign Language

Humanities
Journalism
Linguistics
Literature
Music
Philosophy

Speech & Public Communications

Theater History* Religion 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 catagory but not both.

STUDENT WORKSHEET

ASSOCIATE OF ARTS - GENERAL TRANSFER DEGREE

		KODIAK CC	TRANSFER	NEEDS
COMMUNICATIONS	= 9			
Written 6				
Speech 3	-			_
MATH/NATURAL SCIENCES	= 9			
	W-112			
SOCIAL SCIENCES	= 9			
4				
HUMANITIES	= 9			
APPLIED STUDIES	= 9			
	51 85 VA 80004 SA	+		
ELECTIVES	= 15	dial -		
	TOTALS			

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

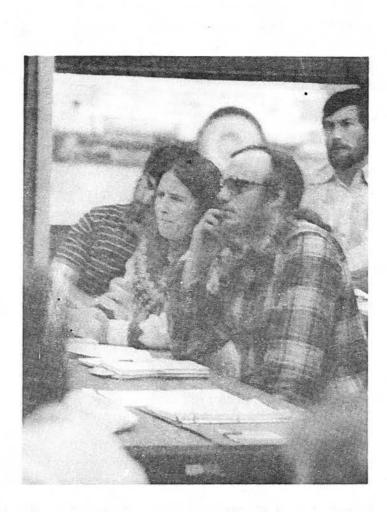
ASSOCIATE OF APPLIED SCIENCE MAJORS

BUSINESS ADMINISTRATION

General Requirements (15 credits):	
Written Communications	,
(00 131 and 00 231 may be used to fulfill written	
communication requirements).	
Oral Communications	,
At least 6 credits in any of the following areas:	
Humanities	
Social Science	
Natural Science	
Mathematics	
Major Specialty (Required) (18 credits):	
ACCT 101 and 102-Elementary Accounting6	,
CIS 101A-Introduction to Computers and Computer Literacy.1	
CIS 101BIntroduction to Data Processing	
BA 151-Introduction to Business or BA 165-Introduction to	
Small Business Ownership	,
ECON 121Principles of Economics I	
BA 241-Business Law I	
Concentration in General Business (27 credits):	
ECON 122-Principles of Economics II	,
BA 242Business Law II	
Any 100 or 200 level accounting, business administration,	
computer, economics, or office occupations courses 12	
Electives9	

Co	oncentration in Accounting (27 credits):
	ACCT 210-Income Tax
	ACCT 230 and 231-Intermediate Accounting6
	ACCT 252-Cost Accounting
	Any 100 or 200 level accounting, business administration,
	computer, economics, or office occupations courses
	Electives9

TOTAL 60



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*OFFICE OCCUPATIONS

General Requirements	s (15 credits):
Written Communic	ations
(00 131 and 00 2	231 may be used to fulfill
written commun	ication requirements.)
Oral Communication	ons
At least 6 credits in	any of the following areas:6
Humanities	Natural Science
Social Science	Mathematics
Major Specialty (Requ	ired) (15 credits):
** 00 131-Comprel	nensive Business English
00 155-Business	Math and Machines
00 209-Human I	Relations in Business
00 211Filing an	d Records Management
** 00231-Written B	Business Communications
Concentration in Secre	etarial Occupations (30 credits):
00 101Beginnin	g Shorthand
00 102-Intermed	liate Shorthand
00 105Intermed	liate Typewriting
00 106-Advance	d Typewriting
00 207Machine	Transcription
	ocessing Concepts and Applications
00 244-Secretari	al Office Procedures
Electives	
Concentration in Cleri	cal Occupations (30 credits):
00 103Beginnin	g Typewriting
00 105Intermed	liate Typewriting
	Transcription
	ocessing Concepts and Applications
	ocedures
	evel accounting, business administration,
	omics, or office occupations courses 8
Electives	
	TOTAL 60

^{*}Students must prove competency on a comprehensive examination administered at the end of studies in order to receive this degree.

^{**}If used as written composition credits, student must substitute two other courses of equal credit for major degree courses.

SEAFOOD PROCESSING TECHNOLOGY

DEGREE REQUIREMENTS:

	Units
English 111 & 211	6
Speech 111	3
Mathematics	6
MAJOR SPECIALTY (Required):
Introduction to Fish	ng Technology and
Seafood Processing	g
Seafood Processing I	
	d Sanitation
Quality Assurance in	Thermal Processing
State & Federal Regu	
Seafood Processing	g
	reservation4
	4
MAJOR SPECIALTY E	LECTIVE:
Practicum in Seafood Pr	rocessing1-4
PRE-REQUISITES:	
Biology 105	4
Chemistry 105	4
Intro. to Computers	1
GENERAL ELECTIVE	S: 9

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.
- 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.

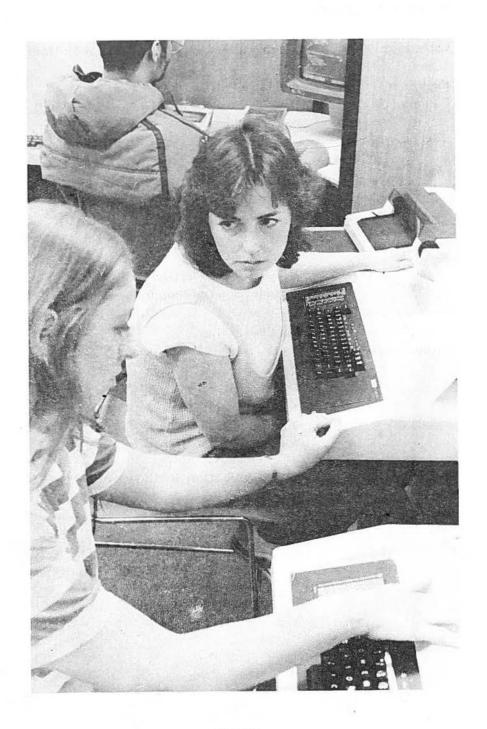


DEGREE REQUIREMENTS

Category	Required Courses	Credit Hours
English or	English 111	3
Communication	English 211, 212, or 213	3 (9 Total)
	Speech 111	3
Major	Nursing 160, 161, 260, 261	35
-	Bio 111, and 112	8 (58 or 59)
	Micro 242 or	4
	Bacteriology 240	(Total)
	Nutrition 100, (or 203)	2 (or 3)
	Psychology 150	3
	Social Science Elective	3
	Introduction to Computers	3
General Requirements	An Elective In:	
	Humanities	
	Social Science	
	Math/Logic	3 (3 Total)
	Natural Sciences	

TOTAL CREDIT HOURS REQUIRED FOR DEGREE: 70 (or 71)





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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 below 100 do not count for degree credit or 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.
- *Organize your own time schedule.
- *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.

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 bing 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 to individuals, partnerships and corporations 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 231

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

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 caming.

Art 120 1 credit
ADVANCED STAINED GLASS

Continuation of beginning stained glass with emphasis on advanced use of lead cane and copper foil.

Art 130 3 credits
Art 230 3 credits
BEGINNING/INTERMEDIATE

The art of lettering. Writing and practicing the Roman alphabet and formal italic, emphasis on writing position, order of pen strokes, spacing, practice, suggestions and exercises.

Art 130 3 credits BEGINNING CALLIGRAPHY

Introduction to various tools, including pens, inks, papers, and watercolors. Students learn the following alphabets: Bookhand, Italic, and/or Unicial. Also covered is numbering, overview of color usage, and design.

Art 230 3 credits
Art 231 3 credits
INTERMEDIATE CALLIGRAPHY

One new alphabet is introduced, with alphabet variations stressing development of individual styles, design, and use of color. Exercises in becoming proficient with letter forms. Prerequisite: Art 130.

Art 121 1 credit
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 & construction.

Art 205 3 credits
Art 206 3 credits
INTERMEDIATE DRAWING

Exploration of pictorial composition & creative interpretation of subjects. Prerequisite: Beg. 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 (backstrap 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.

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 SCH.

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 persmission.

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 prepare 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, & 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 PHY-SIOLOGY

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. 150 3 credits MARINE BIOLOGY OF KODIAK

An elementary course in marine natural history with emphasis on intertidal invertebrates and algae. Other topics will include seabirds, marine mammals, fish, bottom organisms, and plankton.

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)

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.

BA 165 3 credits INTRODUCTION TO SMALL BUSINESS OWNERSHIP

This course emphasizes the nature of small business, your potential as an entrepreneur, the business plan, types of ownership, marketing strategy, choosing the location, financing, legal issues, and

governmental issues.

BA 166 3 credits SMALL BUSINESS MANAGEMENT

For those persons who are starting or currently own small businesses and are in need of assistance in maintaining them. This course emphasizes managing human resources, sales, finances; promoting the business; keeping records; and protecting the business.

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.

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
OUALITATIVE 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 COMPUT-ERS & 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 105 3 credits FORTRAN I

A first course in the computer language FORTRAN, the standard data processing language for manipulating numerical information. Use of University time-sharing system and text editors to create, modify, and debug programs. Requiring use of the keyboard and files for data entry.

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 107 3 credits
INTRODUCTION TO LOGO
PROGRAMMING

A beginning computer class in LOGO, a language of discovery and exploration, especially suited for problem solving in an experience-based learning environment.

CIS 108 3 credits
PROGRAMMING IN FORTH

Programming in the computer language FORTH, originally developed for the critical hardware applications. and now including many of the sophisticated characteristics of higher level languages while maintaining extremely fast execution times and extensible source code.

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 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.

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.

Ed. 216 3 credits CHILDREN'S LITERATURE

Intended for teachers, parents, librarians or anyone interested in reading many books for preschoolers through 6th grade. Much attention to selection and best use of children's literature.

ENGLISH

Note: Noncredit courses in study skills, reading improvement and writing are regularly offered in the Adult Education Lab

ENGL 67/68 3 credits
DEVELOPMENTAL WRITING

Instruction in mechanical writing skills in order to meet college basic writing requirements. The course will include paragraphing, sentence structure, grammar, spelling, and use of tools and resources for writers.

ENGL 101A 1 credit VOCABULARY BUILDING

Designed to increase vocabulary through use of various approaches including word recognition drills, pronunciation guides, practice exercises, and techniques for continually adding to one's own vocabulary. ENGL 101B 1 SPELLING IMPROVEMENT

Improvement of spelling s by working on rules of spell phonics, skills in proofreads practice, and use of dictionary.

ENGL 101C 1 cred ENGLISH GRAMMAR

Instruction in correct grammatical usage including word choice, parts of speech, and agreement in elements of the sentence.

ENGL 101D 1 credit CAPITALIZATION AND PUNCTUATION

Knowledge and practice of rules for the mechanics of writing.

ENGL 101E 1 credit SENTENCE STRUCTURE

Practice in writing effective sentences using parallel structure, subordination, coordination, and precise word choice.

ENGL 111 3 credits METHODS OF WRITTEN COMMUNICATION

Intensive instruction in writing the essay. Includes the following: orderly thought, clear expression, close analysis of writing styles, technical proficiency, basic research and writing of term papers.

ENGL 131 3 credits
INTRODUCTION TO
LITERATURE

Introduction to the analysis and appreciation of fiction, drama, and poetry. Recommended for students considering the transfer degree.

ENGL 150 3 credits WOMEN WRITERS

A look at the life and times of respected female authors, with examination of how they portray women in their writings: Austen, Stein, Plath, Mead, Roosevelt, Welty, Sand, Eliott, Bergman, Bronte, and others.

ENGL 180 1 credit BEGINNING SIGN LANGUAGE

Manual alphabet and approximately 700 signs, with emphasis on signing exact English and conversation.

ENGL 181 2 credits ADVANCED SIGN LANGUAGE

Development of listening, comprehension, speaking, reading, and writing, with emphasis on oral work, basic grammar, and vocabulary.

ENGL 201 3 credits MASTERPIECES OF WORLD LITERATURE

Development of familiarity and interpretation of selected masterpieces from the Renaissance to the present.

Prerequisite: Engl. 111.

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 works.

ENGL 211 3 credits
INTERMEDIATE COMPOSITION
WITH MODES OF LITERATURE

Practice or written interpretation of fiction, drama, and poetry, applying critical analysis techniques. Engl. 131 or equivalent literature survey course is helpful background.

Prerequisite: Engl. 111.

ENGL 212 3 credits TECHNICAL REPORT WRITING

Practice in writing formal business, scientific, and legal reports. Assignments correlated with student's job-related writing requirements. Student should be well versed in his/her own technical field.

Prerequisite: Engl. 111.

ENGL 213 3 credits
ADVANCED EXPOSITION
Formal composition techniques

developed through an extensive individual writing project. Emphasis on organization and style. Prerequisites: Engl. 111 and Engl. 211.

ENGL 220 3 credits LITERARY GREAT BRITAIN

Study of the British Isles through some of its authors. Includes England, Scotland, Wales, and Ireland. Attention to the effect of the writers' surroundings on their literature and on places of interest that can be visited today.

ENGL 235 2 credits THE ILIAD

A reading and review course covering the 24 books of Homer's Iliad.

ENGL 240 3 credits LITERATURE OF THE SOUTH

Explores the essence and the diversity of the South, through literary works by outstanding authors including Faulkner, Welty, Wright, and Wolfe.

ENGL 250 3 credits LITERATURE OF THE AMERICAN WEST

Works by naturalists, explorers, early travelers, settlers, and historians, as well as fiction writers. Textbook of short writings and excerpts is supplemented with required list of longer works by Steinbeck, Cather, Muir, Lewis and Clark, Twain, W.V.T. Clark, Russell, and others.

ENGL 261 3 credits
CREATIVE WRITING

Study and practice in techniques of writing, rewriting, editing, and criticizing short stories, novels, and poetry. Preparing and polishing written work for publication.

Prerequisite: Engl. 111.

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 trouble-shooting 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.

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 nutritional 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

3 credits Just. 110 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 history, 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 **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.

3 credits Just. 221 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

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 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 270 3 credits MATH ANALYSIS FOR BUSINESS & ECONOMICS

This course is required by the University of Alaska for the Business or Economics major, and

would be useful to students of social science. The two main topics are college algebra and finite mathematics which include functions, graphs, logarithms, exponentials, mathematics of finance, probability, matrices, determinants, and linear programming-all with applications.

Prerequisites: 2 years of high school algebra or Math 105

Math 272 3 credits
CALCULUS FOR BUSINESS
& ECONOMICS

This course is required by the University of Alaska for the Business or Economics major, and would be useful to students of social science. Differential and integral calculus are the two main topics. Applications emphasizing the use of these mathematical concepts for construction of quantitative models and decision making including market equilibrium, production curves, marginal analysis, growth and decay, density functions, and energy consumption.

Prerequisite: Math 270 or Math 107

Math 200 CALCULUS I 4 credits

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 three dimensional derivatives. 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 PROBA-BILITY 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)

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 historicalcultural 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

3 credits 00 82 CLERICAL ACCOUNTING I

This course is designed to acquaint you with the elements 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

00 101 4 credits **BEGINNING SHORTHAND**

This course presents the principles of shorthand and develops ability to read shorthand and take dictation at 60 to 80 words per minute. For business or personal

Prerequisite: OO 103 and 131.

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 101 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 credit 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 and 103 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.

Prerequisite: OO 103.

00 215 1 credit COMPUTER APPLICATIONS FOR ACCOUNTING

This course provides a transition from manual accounting to automated accounting on the microcomputer.

Prerequisites: OO 084 and 103.

00 231 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.

3 credits 00 242 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.

3 credits 00 244 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.

00 245 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 PROTECTS

Cooperative work experience placement for students who have completed a minimum of 12 credit hours in office occupations. Specialized courses of study may be arranged with instructor approval.

PHYSICAL EDUCATION

PE 100A 1 credit AEROBIC EXERCISE

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 continuof Beginning 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 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 & 225 3 credits SUBSTANCE ABUSE COUNSELING I, II

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 216-217 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.

SEAFOOD SCIENCE

FT 150 4 credits
INTRODUCTION TO FISHING
TECHNOLOGY AND SEAFOOD
PROCESSING

This is an overview of the seafood processing industry from the fishing boat to the consumer. Special emphasis is given to fishing methods and seafood handling at sea.

FT 151 4 credits SEAFOOD PROCESSING I

This course covers processing techniques for all Alaskan species of seafood. Students are exposed to industrial equipment in Kodiak processing plants.

FT 170 2 credits PLANT MAINTENANCE: SANITATION

This is a basic course in processing plant sanitation.

FT 261 2 credits QUALITY ASSURANCE IN THERMAL PROCESSING

This course considers the principles and practice of retorting. The student receives a retorting certificate required whenever retorting is done.

FT 166 3 credits STATE AND FEDERAL REGULATIONS RELATED PROCESSING

This course considers regulations pertaining to seafood processing; licensing; and the preparation of a State of Alaska-required Plan of Operation.

FT 251 4 credits SEAFOOD PROCESSING II

This course imparts the scientific principles involved in quality scafood processing.

FT 260 4 credits
FOOD CHEMISTRY AND
PRESERVATION

This is a basic food chemistry course which related the chemical makeup of foods to the principles of quality preservation.

FT 261 4 credits FOOD MICROBIOLOGY

This course imparts the principles of food microbiology and considers the relevance of microorganisms to seafood processing.

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 institutions 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. 201 3 credits SOCIAL PROBLEMS

Problems of contemporary society; analysis of factors giving rise to them, and an attempt to explore remedial strategies. Soc. 242 THE FAMILY 3 credits

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.

SPANISH

Spanish 101 3 credits SPANISH I

The student will learn and use Spanish phrases which incorporate basic Spanish grammar and contain a selection of commonly used expressions. Verb tenses covered this semester are: the present tense and a compound pattern for expressing the future. There is some original writing and class conversation. This class is for beginning students or those who want to increase their Spanish speaking skills.

Spanish 102 3 credits SPANISH II

The student builds his/her speaking skills by continuing to learn Spanish phrases and the accompanying grammatical explanations. Some uses of the subjunctive verb forms are taught. The preterite verb tense is introduced at the end of the semester. After completing Spanish 101 and 102, a student will have a strong conversational foundation and will be ready to travel, understand and make himself understood in a Spanish-speaking country.

Prerequisite: Spanish 101 or permission of the instructor.

Spanish 201 3 credits SPANISH III

The student will learn and use Spanish phrases which will expand his/her vocabulary and review the material covered in Spanish 101 and 102. The student will get extensive practice using the present tense, the subjunctive voice, and the preterite verb tense. There is some translation, original writing, and class conversation.

Prerequisite: Spanish 102 or per-

Prerequisite: Spanish 102 or permission of the instructor.

Spanish 202 3 credits SPANISH IV

The student will continue to build his/her Spanish vocabulary by learning basic sentences and their accompanying grammatical explanations. Verb tenses added this semester are: the imperfect, the present progressive, the present perfect, the pluperfect, the future and the conditional. Other activities include: translation, original writing, and class discussion in Spanish. Prerequisite: Spanish 201 or permission of the instructor.

SPEECH

Speech 111 3 credits FUNDAMENTALS OF ORAL COMMUNICATIONS

introduction An 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.

WELDING

Weld. 112A 2 credits BASIC SHIELDED METAL ARC WELDING

A beginning course designed to teach the basics in welding and cutting steel. A series of intensive, highly structured, skill-building exercises in shielded metal arc (stick) welding in all positions. A brief exposure to cutting techniques with shear and oxyacetylene torch.

Weld. 112B 2 credits ADVANCED SHIELDED METAL ARC WELDING

Open only to those who have successfully passed basic shielded metal arc welding, this course specifically develops welding skills on large multipass fillets and open root, single-V groove welds on 3/8" mild steel plate in the flat, horizontal, vertical and overhead positions.

Weld. 161A 2 credits
BASIC GAS METAL
ARC WELDING-STEEL

Training in welding 1/16" and 3/16" mild steel plate using a (MIG) wire feed gun and .035" steel wire. Proper maintainence and setup of equipment and shielding gas. The use of MIG equipment to weld mild steel plate in the flat, horizontal, vertical and overhead positions.

Prerequisite: Weld. 112A

Weld. 161B 2 credits ADVANCED GAS METAL ARC WELDING-ALUMINUM

This course provides training to develop the manual skills necessary to produce high quality butt and fillet welds on 1/8" and 1/4" alum-

inum plate in all positions using MIG equipment.
Prerequisite: Weld. 112A and Weld.
161A.

WILDLIFE AND FISHERIES

Fisheries Management 110 3 credits
An introduction to the principles of fisheries management, shellfish and finfish. Course will emphasize Alaska/Washington area commercial, sports and subsistence fisheries. Hatchery management will be integrated into this introductory course.

Fisheries Biology I (120) 3 credits Fisheries Biology II (220) 4 credits

An introduction to the biology of shellfish and finfish with special emphasis on age, weight and growth determination as well as habitat and reproductive biology. These courses will include a laboratory, a semester project and field work.

Data Compilation 140 3 credits

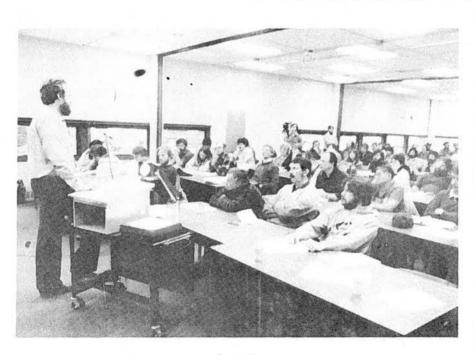
A course for various clerical duties which fisheries technicians must perform. This will include drafting, basic statistical methods and report preparation.

Fisheries Field Management I (125) 3 credits

Fisheries Field Management II (225) 3 credits

Taken during the student's second year or between the first and second year. Practical application of the numerous approaches learned in "Fisheries Management" and "Fisheries Biology." This will be the "hands-on" aspect of fisheries biology/science, augmented through business or agency activities.

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
Janee Lewis	. Bookkeeper
Karen Hamer	. Bookkeeper
Patricia Mahoney	Personnel
Dee McDaniel	Registrar
Barbara Cristaldi Administra	
Lynn Saupe	Purchasing
Violeta Doctolero	Bookstore
Martha Weber	Library Aide
Fely Rambac	Clerical
Maureen Eaton	Clerical
Ed Campbell	Media
Donna Smith	Clerical

FULL-TIME INSTRUCTORS

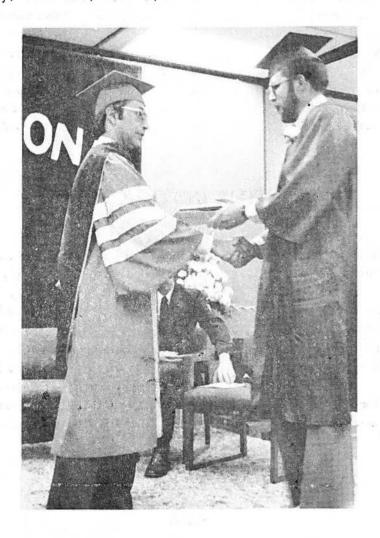
Charlotte Hatfield Librarian
Frances Cater English
Humanities
Gary Stevens
Speech
Mark White Vocational Education
Susan Brockman
Music
Sharon O'KeefeOffice Occupations
Chris Jamin Adult Basic Education

PART-TIME INSTRUCTORS

Approximately 70 part time instructors teach courses each semester.

VILLAGE INSTRUCTORS

Instructors are hired for the village of Akhiok, Karluk, Larsen Bay, Old Harbor, Ouzinkie, and Port Lions.



UNIVERSITY OF ALASKA

ADMINISTRATION

COMMUNITY COLLEGE COUNCIL

Loren White Norm Holm - Chairperson
Dr. Ron Brockman Ann Hutcheson

Al Burch Walter Ebell

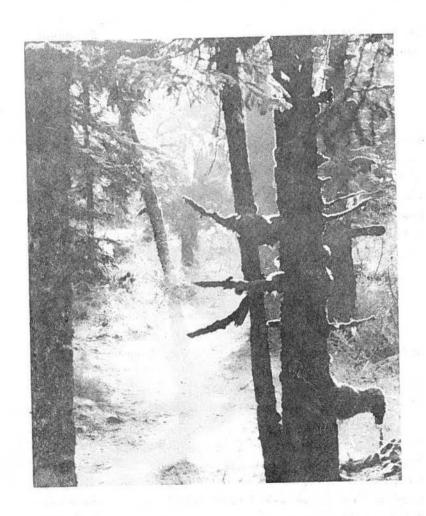
Guyneth Cessna Noreen Thompson (ex officio)

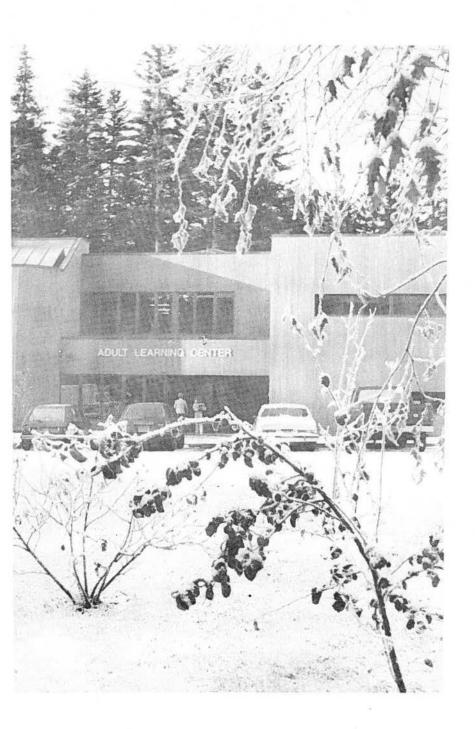
Ben Doctolero Donene Tweten
Carolyn Floyd (ex officio) Capt. George Gaul

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