
MANAGEMENT, TRIBAL

College of Rural Alaska	
Bristol Bay Campus	907 842-5109
Chukchi Campus	907 442-3400
Interior-Aleutians Campus	907 474-5207
Kuskokwim Campus	907 543-4500
Northwest Campus	907 443-2201
Certificate; Degree: A.A.S.	
Minimum Requirements for Certificate: 30 credits; for Degree: 60 credits	

This program aims to provide entry-level skills for positions in tribal institutions, local government and other organizations in rural Alaska. There is a direct relationship between the program standards and the expected job related skills and knowledge that the student will need. Students will be expected to perform specific tasks, understand basic management rationale, and explain issues in tribal government.

Student progress will be tracked utilizing a determined learning strategy involving two main instruments: a Individual Educational Plan and a Student Career Portfolio. Each student with the help of a faculty advisor will be required to organize a personal support team to include a tribal leader or community mentor. Students entering either the A.A.S. degree or certificate program should meet with a faculty advisor to discuss program content, requirements and plan.

The *Individual Educational Plan (IEP)* is a critical guide to student progress and process of education in a rural-based learning environment. The IEP for each student enrolled in the Tribal Management Program must include: a list of job related skills to be attained by end of the learning experience; a timeline for completing the program and earning a Tribal Management Certificate; a list of coursework matching the semester-based timeline and the list of job related skills; and, a financial plan for tuition, books, and supplies.

The *Student Career Portfolio* demonstrates the achievement of specific goal related skills and competencies as well as the individual accomplishments of a student enrolled in the Tribal Management Program. It documents the goals of student knowledge, skills, and abilities to operate, manage, administer, and represent a local or tribal government in rural Alaska. The Student Career Portfolio will be developed by each student to meet Tribal Management Program standards.

The Tribal Management Program standards include the following attributes of employability: well-developed logic and reasoning skills, including critical thinking and problem-solving abilities; computer literacy, public speaking and presentation skills; writing and research experience; independent goal-setting and decision-making skills; job-related work experiences, especially budgeting ability or basic accounting knowledge; strong interpersonal skills in professional ethics and behavior and team-work and leadership principles; and, broad academic exposure encompassing issues of government and private industry.

Prior to enrollment of any tribal management course, students should be familiar with computer programs such as word processing, spreadsheets, database, and the Internet.

UNDERGRADUATE PROGRAM

MAJOR

Tribal Management – Certificate

1. Complete the general university requirements (page ____).
2. Complete the certificate requirements (page ____).
3. Complete the following program requirements:
 - TM 101 Introduction to Tribal Government3
 - TM 105 Introduction to Tribal Finance Applications3
 - TM 199 Tribal Management Practicum I3
4. Complete twelve credits from any of the following categories:
 - Environment & Natural Resources
 - BIOL 104 Natural History of Alaska3
 - FISH 101 Introduction to Fisheries.....3
 - ENVT S101 Introduction to Environmental Technology3
 - NRM 101 Natural Resources Conservation and Policy.....3
 - Health & Social/Human Services
 - HLTH 105 Basics of Health Program Management 1-3
 - HST 105 Personal Awareness and Growth3
 - HST 120 Cultural Diversity in Human Services.....3
 - PSY 101 Introduction to Psychology3
 - SOC 101 Introduction to Sociology.....3
 - Education & Employment
 - ED 102 Orientation to Alaska Native Education.....2
 - ED 131 Implementation of an Adult Education Program..... 1-3
 - Public Administration & Policy
 - HIST 110 History of Alaska Natives3
 - ABUS 150 Time Management1
 - ABUS 179 Fundamentals of Supervision.....3
 - Tribal Business
 - ABUS 135 Record keeping for Business3
 - ABUS 151 Village Based Entrepreneurship 1-3
 - ABUS 158 Introduction to Tourism 1-3
 - BA 151 Introduction to Business3
 - Economics
 - ECON 100X Political Economy3
 - ECON 111 Economics of Rural Alaska.....3
5. Minimum credits required.....30

Tribal Management – A.A.S. Degree

1. Complete the general university requirements (page ____).
2. Complete the A.A.S. degree requirements (page ____).
3. Complete the following program requirements:
 - TM 101 Introduction to Tribal Government3
 - TM 201 Advanced Tribal Government3
 - TM 105 Introduction to Tribal Finance Applications3
 - TM 205 Advanced Tribal Finance Applications3
 - TM 199 Tribal Management Practicum I3
 - TM 299 Tribal Management Practicum II3
4. Complete eighteen credits from any of the following categories:
 - Environment & Natural Resources
 - BIOL 104 Natural History of Alaska3
 - BIOL 271 Principles of Ecology.....4
 - EQS 201 Environmental Management3
 - FISH 101 Introduction to Fisheries.....3
 - ENVT S101 Introduction to Environmental Technology3
 - NRM 101 Natural Resources Conservation and Policy.....3
 - NRM 204 Public Lands Law and Policy3
 - RD 255 Rural Alaska Land Issues3
 - WLF 201 Wildlife Management Principles3
 - Health & Social/Human Services
 - HLTH 105 Basics of Health Program Management 1-3
 - HMSV 201 Introduction to Human Services3
 - HMSV 230 Alcoholism: Causes and Consequences3
 - HST 105 Personal Awareness and Growth3
 - HST 120 Cultural Diversity in Human Services.....3
 - PSY 101 Introduction to Psychology3
 - SOC 101 Introduction to Sociology.....3
 - Education & Employment
 - ED 102 Orientation to Alaska Native Education.....2
 - ED 131 Implementation of an Adult Education Program..... 1-3
 - Public Administration & Policy
 - HIST 110 History of Alaska Natives3
 - ABUS 150 Time Management1
 - ABUS 179 Fundamentals of Supervision.....3
 - AKNP 230 Federal Indian Law3
 - ABUS 231 Introduction to Personnel3
 - ABUS 232 Contemporary Management Issues3
 - RD 200 Community Development in the North.....3
 - RD 250 Grant Writing for Community Development 1-3
 - Tribal Business
 - ABUS 135 Record keeping for Business3
 - ABUS 151 Village Based Entrepreneurship 1-3
 - ABUS 158 Introduction to Tourism 1-3

ABUS 253 Principles of Retailing	3
ABUS 254 Salesmanship	3
BA 151 Introduction to Business	3
CIOS 264 Filing/Records Management	3
<u>Economics</u>	
ECON 100X Political Economy	3
ECON 111 Economics of Rural Alaska.....	3
5. Complete nine credits in 100 level or higher in consultation with academic advisor and community mentor.	9
6. Minimum credits required.....	60