Submit originals and one copy and electronic copy to Governance/Faculty Senate Office (email electronic copy to fysenat@uaf.edu)

PROGRAM/DEGREE REQUIREMENT CHANGE (MAJOR/MINOR)

SUBMITTED BY:

<table>
<thead>
<tr>
<th>Department</th>
<th>College/School</th>
<th>Prepared by</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>TM- Indigenous, Community, and Tribal Programs</td>
<td>IAC/CRCD</td>
<td>Kevin M. Illingworth, JD</td>
<td>907-474-5710</td>
</tr>
<tr>
<td>Email Contact</td>
<td>Faculty Contact</td>
<td><a href="mailto:kmillingworth@alaska.edu">kmillingworth@alaska.edu</a></td>
<td></td>
</tr>
</tbody>
</table>

See [http://www.uaf.edu/uafgov/faculty/cd](http://www.uaf.edu/uafgov/faculty/cd) for a complete description of the rules governing curriculum & course changes.

PROGRAM IDENTIFICATION:

<table>
<thead>
<tr>
<th>DEGREE PROGRAM</th>
<th>Tribal Management</th>
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</thead>
<tbody>
<tr>
<td>Degree Level: (i.e., Certificate, A.A., A.A.S., B.A., B.S., M.A., M.S., Ph.D.)</td>
<td>A.A.S.</td>
</tr>
</tbody>
</table>

A. CHANGE IN DEGREE REQUIREMENTS: (Brief statement of program/degree changes and objectives)

This change is a revision to the catalog description for a more accurate identification of acceptable electives within Tribal Management areas of study.

B. CURRENT REQUIREMENTS AS IT APPEARS IN THE CATALOG:

Tribal Management
College of Rural and Community Development
Division of Rural and Economic Development
Interior-Aleutians Campus
907-474-5493
[www.uaf.edu/iac/programs/tribal-management/](http://www.uaf.edu/iac/programs/tribal-management/)

Certificate; A.A.S. Degree
Minimum Requirements for Certificate: 30 credits;
For Degree: 60 credits

The tribal management program teaches the job-related skills and knowledge needed for entry-level management positions in tribal institutions, local government and other organizations in rural Alaska. Students perform specific tasks, learn basic management rationale and explore issues in tribal government. Each student has an individual educational plan, which is a critical means of tracking progress and a key part of the process of education in a rural-based learning environment. A student career portfolio demonstrates individual accomplishments and the achievement of specific goal-related skills and competencies. The student career portfolio is developed to meet program standards. A copy of the standards is available on request.

Students entering any tribal management course should be familiar with word processing, spreadsheets, databases and the Internet. Each student, with the help of a faculty advisor, is 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 planning.

A.A.S. Degree
1. Complete the [general university requirements](#).
2. Complete the [A.A.S. degree requirements](#).
3. Complete the following program (major) requirements:
   - TM F101--Introduction to Tribal Management--3 credits
   - TM F105--Introduction to Tribal Finance Applications--3 credits
   - TM F199--Tribal Management Practicum I--3 credits
   - TM F201--Advanced Tribal Management--3 credits
   - TM F205--Advanced Tribal Finance Applications--3 credits
   - TM F299--Tribal Management Practicum II--3 credits

4. Complete 18 credits from any of the following categories:
   - Environmental and Natural Resources
     - BIOL F104--Natural History of Alaska--3 credits
     - BIOL F271--Principles of Ecology--4 credits
     - FISH F101--Introduction to Fisheries--3 credits
     - NRM F101--Natural Resources Conservation and Policy--3 credits
     - NRM F204--Public Lands Law and Policy--3 credits
     - RD F255--Rural Alaska Land Issues--3 credits
     - WLF F222--Wildlife Management Principles--3 credits
     - Advisor-approved environmental technology elective--3 credits
   - Health and Social/Human Services
     - HLTH F105--Introduction to Health Careers--2 credits
     - HUMS F105--Personal Awareness and Growth--3 credits
     - HUMS F120--Cultural Diversity in Human Services--3 credits
     - PSY F101--Introduction to Psychology--3 credits
   - Education and Employment
     - ED F102--Orientation to Alaska Native Education--2 credits
   - Public Administration and Policy
     - ABUS F179--Fundamentals of Supervision--3 credits
     - ABUS F231--Introduction to Personnel--3 credits
     - ABUS F232--Contemporary Management Issues--3 credits
     - AKNP F230--Federal Indian Law--3 credits
     - HIST F110--History of Alaska Natives--3 credits
     - RD F200--Community Development in the North--3 credits
     - RD F250--Grant Writing for Community Development--1 - 3 credits
   - Tribal Business
     - ABUS F135--Recordkeeping for Business--3 credits
     - ABUS F151--Village Based Entrepreneurship--1 - 3 credits
     - ABUS F158--Introduction to Tourism--1 - 3 credits
     - ABUS F264--Filing/Records Management--3 credits
     - BA F151--Introduction to Business--3 credits
   - Economics
     - ECON F100X--Political Economy--3 credits
     - ECON F111--Economics of Rural Alaska--3 credits
   - Tribal Planning
     - RD F250--Grant Writing for Community Development--3 credits
   - Advisor-approved electives--6 credits
5. Complete credits in F100-level or higher in consultation with an academic advisor and community mentor--9 credits
6. Minimum credits required--60 credits

C. PROPOSED REQUIREMENTS AS IT WILL APPEAR IN THE CATALOG WITH THESE CHANGES:
(Underline new wording strike through old wording and use complete catalog format)

Tribal Management
College of Rural and Community Development
Division of Rural and Economic Development
Department of Indigenous, Community, and Tribal Programs
Interior-Aleutians Campus
907-474-5493
907-474-5710
www.uaf.edu/iac/programs/tribal-management/

Certificate; A.A.S. Degree
Minimum Requirements for Certificate: 30 credits;
For A.A.S. Degree: 60 credits

The tribal management Tribal Management program teaches the job-related skills and knowledge needed for positions within tribal and local governments and other organizations in rural Alaska. In response to the broad variety of job related skills needed by Tribal Councils, Administrators and staff, the Tribal Management Certificate and AAS degree program is designed to allow students to specialize their education to target specific employment related skills, entry-level management positions in tribal institutions, local government and other organizations in rural Alaska. Students perform specific tasks, learn basic management rationale and explore issues in tribal government. Each student has an individual educational plan, which is a critical means of tracking progress and a key part of the process of education in a rural-based learning environment. A student career portfolio demonstrates individual accomplishments and the achievement of specific goal-related skills and competencies. The student career portfolio is developed to meet program standards. A copy of the standards is available on request. The Tribal Management program provides students with fundamental knowledge of tribal governance and finance as well as hands-on education and training in subject areas important to tribal governments. Students work closely with their academic advisor to choose courses that target their employment based needs and are encouraged to specialize their education to a specific area of study, or can take courses from multiple areas of study. Students entering any tribal management course should be familiar with word processing, spreadsheets, databases and the Internet. Each student, with the help of a faculty advisor, is 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 Certificate or A.A.S. degree program will meet with a faculty advisor to discuss program content, requirements and course planning.

A.A.S. Degree
1. Complete the general university requirements.
2. Complete the A.A.S. degree requirements.
3. Complete the following program (major) requirements:
   TM F101--Introduction to Tribal Management--3 credits
   TM F105--Introduction to Tribal Finance Applications--3 credits
   TM F199--Tribal Management Practicum I--3 credits
   TM F201--Advanced Tribal Management--3 credits
4. Complete 27 credits from any of the following courses. Students can specialize in one
area of study or can choose courses from multiple areas of study. Course
substitutions relevant to Tribal Management may be made with the approval of the
Tribal Management Faculty advisor.

<table>
<thead>
<tr>
<th>Environmental and Natural Resources</th>
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<tr>
<td>BIOL F104--Natural History of Alaska--3 credits</td>
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<tr>
<td>BIOL F271--Principles of Ecology--4 credits</td>
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<tr>
<td>ENVI F101 Introduction to Environmental Science--3 credits</td>
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<td>FISH F101--Introduction to Fisheries--3 credits</td>
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<tr>
<td>RD F245 Fisheries Development in Rural Alaska--3 credits</td>
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<td>RD F255--Rural Alaska Land Issues--3 credits</td>
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<td>RD F265 Perspectives on Subsistence in Alaska--3 credits</td>
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<td>RD F280 Resource Management Research Techniques--3 credits</td>
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<tr>
<td>TM F120 Introduction to Tribal Natural Resource Management--3 credits</td>
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<td>TM F225 Cross Connections: Adapting and Integrating Principles of Management and Conservation--3 credits</td>
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| Advisor-approved environmental technology elective--3 credits |

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<tr>
<th>Health and Social/Human Services</th>
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<tr>
<td>ANS F242 Native Cultures of Alaska--3 credits</td>
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<td>ANS F330 Yup’ik Parenting and Child Development--1-3 credits</td>
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<tr>
<td>HLTH F105--Introduction to Health Careers--2 credits</td>
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<td>HUMS F105--Personal Awareness and Growth--2-3 credits</td>
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<tr>
<td>HUMS F120--Cultural Diversity in Human Services--3 credits</td>
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<td>HUMS F205--Basic Principles of Group Counseling--3 credits</td>
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<tr>
<td>HUMS F260 History of Alcohol in Alaska--1 credit</td>
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<tr>
<td>HUMS F265 Substance Abuse and the Family--1-2 credits</td>
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<tr>
<td>PSY F101--Introduction to Psychology--3 credits</td>
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<td>RHS F130--Processes of Community Change --2 credits</td>
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<td>RHS F140--Alaska Native Values and Principles--1 credit</td>
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<td>RHS F150--Introduction to Rural Counseling --2 credits</td>
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<td>RHS F275--Introduction to Mental Health Recovery --2 credits</td>
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<td>RHS F285--Case Management --2 credits</td>
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<tr>
<td>RNS F101--Community Nutrition Interventions --2 credits</td>
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<tr>
<td>RNS F107--Community Nutrition Interventions --3 credits</td>
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<td>RNS F205--Nutritional Science for the Generations --3 credits</td>
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<tr>
<td>RNS F207--Community Nutrition Interventions --3 credits</td>
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</table>
RNS F210--Introduction to Rural Nutrition Counseling --2 credits
SWK F103--Introduction to Social Work--3 credits
SWK F220--Ethics, Values and Social Work Practice --3 credits
SWK F320W--Rural Social Work --3 credits

Education and Employment
ED F102--Orientation to Alaska Native Education--2 credits

Public Administration and Policy
Tribal Governance and Law
ABUS F179--Fundamentals of Supervision--3 credits
ABUS F231--Introduction to Personnel--3 credits
ABUS F232--Contemporary Management Issues--3 credits
AKNP F230--Federal Indian Law--3 credits
HIST F110--History of Alaska Natives--3 credits
RD F200--Community Development in the North--3 credits
RD F250--Grant Writing for Community Development--1--3 credits
ANS F310 Indigenous Land Settlements--3 credits
ANS F325 Native Self Government--3 credits
PS F100x Political Economy--3 credits
PS/NORS F205 Leadership, Citizenship and Choice--3 credits
PS F212 Introduction to Public Administration--3 credits
PS F263 Alaska Native Politics--3 credits
RD F110 ANCSA: Land Claims in the 21st Century--1 credit
RD F265 Perspectives on Subsistence in Alaska--3 credits
TM F110 Tribal Court Development for Alaska Tribes--1 credit
TM F111Children’s Topics in Tribal Justice--1 credit
TM F112 Federal Indian Law for Alaska Tribes--1 credit
TM F113 Tribal Code Development--1 credit
TM F114 Tribal Justice Responses to Community and Domestic Violence--1 credit
TM F115 Tribal Court Administration--1 credit
TM F116 Juvenile Justice in Tribal Court--1 credit
TM F117 Tribal Court Enforcement of Decisions--1 credit
TM F118 Tribal Community and Restorative Justice--1 credit
TM F250 Current Topics in Tribal Government--1 credits

Tribal Business
ABUS F135--Recordkeeping for Business--3 credits
ABUS F264--Filing/Records Management--3 credits

Economics
Community and Economic Development
ABUS F101 Principles of Accounting I --3 credits
ABUS F151-- Village Based Entrepreneurship--1 - 3 credits
ABUS F158 Introduction to Tourism--1-3 credits
ABUS F161 Personal and Business Finance--3 credits
ABUS F179 Fundamentals of Supervision--3 credits
ABUS F235 Fund Accounting for Non-Profits--3 credits
ABUS F263 Public Relations--3 credits
BA F151--Introduction to Business--3 credits
CTT F104 Basic Communication and Employability Skills--2 credits
### Tribal Planning
- **ABUS F179** Fundamentals of Supervision --3 credits  
- **ABUS F272** Small Business Planning --3 credits  
- **CTT F240** Intro to Project Development for Tribal Residential Construction --3 credits  
- **RD F250** Grant Writing for Community Development--1-3 credits  
- **RD F268** Rural Tourism: Planning and Principles--1-3 credits  
- **RD F351** Strategic Planning for Rural Communities --3 credits  
- **TM F138** Planning for Utilities--2 credits  
- **TM F271** Rural Transportation Planning --1 credits

### Tribal Transportation
- **TM F170** Fundamentals of Rural Transportation--4 credits  
- **TM F171** Introduction to IRR Program--1 credit  
- **TM F172** Conducting a Transportation Inventory--1 credit  
- **TM F173** Traffic Monitoring for Rural Transportation--1 credit  
- **TM F174** Basics of a Good Gravel Road--1 credit  
- **TM F182** NEPA for Rural Transportation--1 credit  
- **TM F271** Rural Transportation Planning--1 credit  
- **TM F272** Finance Applications for Rural Transportation--1 credit  
- **TM F273** Transportation Improvement Programs and Control Schedules--1 credit  
- **TM F274** Road Inventory Field Data Systems--1 credit  
- **TM F276** Project Management for Rural Transportation--4 credits

Advisor-approved electives--6 credits

5. Minimum credits required--60 credits

### D. ESTIMATED IMPACT

**WHAT IMPACT, IF ANY, WILL THIS HAVE ON BUDGET, FACILITIES/SPACE, FACULTY, ETC.**

This change is expected to have no impact on budget, facilities, space or faculty.

### E. IMPACTS ON PROGRAMS/DEPTS:

**What programs/departments will be affected by this proposed action?**  
Include information on the Programs/Departments contacted (e.g., email, memo)

The Tribal Management Program is primarily affected. This change to degree requirements will provide a clear pathway to the TM A.A.S. degree and B.A. in Rural Development. These changes were made in collaboration with DANSRD.
F. IF MAJOR CHANGE - ASSESSMENT OF THE PROGRAM:

Description of the student learning outcomes assessment process.

No change in TM SLOA. Direct assessment of student learning by Practicum Employer/Supervisor.

JUSTIFICATION FOR ACTION REQUESTED

The purpose of the department and campus-wide curriculum committees is to scrutinize program/degree change applications to make sure that the quality of UAF education is not lowered as a result of the proposed change. Please address this in your response. This section needs to be self-explanatory. If you drop a course, is it because the material is covered elsewhere? Use as much space as needed to fully justify the proposed change and explain what has been done to ensure that the quality of the program is not compromised as a result.

The purpose of this change is to more accurately reflect how the degree is currently administered and to make clear the requirements of the Tribal Management A.A.S. degree as well as to make clear the pathways to further education and advancement to baccalaureate degree programs, primarily Rural Development.

Currently, students are required to take 18 credits in a category area, when in one case only 2 credits are specifically listed in the category area. This change simply reflects what is currently being accomplished through advisor memos.

The primary purpose of this change is to specifically list more of the courses that have been advisor approved in the past and that students are taking to complete their degree program. This change will also make it easier for general advisors and students to see clearly what is required in order for the student to graduate. Most courses that were dropped are not available by distance or have not been taken by students in the past 10-year period.

Titles of TM categories have also been updated to reflect modern terminology and employment opportunities within the tribal community (for example, the category Heath and Social/Human Services has been amended to Community Health and Wellness), and Tribal Transportation has been added.

APPROVALS: SEE ATTACHED SIGNATURES AND EMAIL.

Signature, Chair, Program/Department of: 

Signature, Chair, College/School Curriculum Council for:

Signature, Dean, College/School of:

ALL SIGNATURES MUST BE OBTAINED PRIOR TO SUBMISSION TO THE GOVERNANCE OFFICE

Signature, Chair, UAF Faculty Senate Curriculum Review Committee
Hi Kristy,
Attached is the format 5 to amend the TM Certificate and one for the TM AAS degree, to be submitted to CRCD for curricular review. They are due by tomorrow. I have very limited internet and will not be back in the office until monday. Please me know if you have any questions. Thank you very much Kristy,

Kevin

--
Kevin M. Illingworth, JD
Tribal Management Program
University of Alaska Fairbanks
College of Rural and Community Development
Interior Aleutians Campus
907-474-5710
866-474-5710 (toll free)

kmillingworth@alaska.edu
F. IF MAJOR CHANGE - ASSESSMENT OF THE PROGRAM:

Description of the student learning outcomes assessment process:

No change in TM SLOA. Direct assessment of student learning by Practicum Employer/Supervisor.

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The purpose of this change is to more accurately reflect how the degree is currently administered and to make clear the requirements of the Tribal Management A.A.S. degree as well as to make clear the pathways to further education and advancement to baccalaureate degree programs, primarily Rural Development.

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APPROVALS:

[Signature, Chair, Program/Department of:]

Date

[Signature, Chair, College/School Curriculum Council for:]

Date

[Signature, Dean, College/School of:]

Date

ALL SIGNATURES MUST BE OBTAINED PRIOR TO SUBMISSION TO THE GOVERNANCE OFFICE

[Signature, Chair, UAF Faculty Senate Curriculum Review Committee]

Date