**Resources and Capacity**

**Unit (CRCD) Reports**

BACKGROUND

The new accreditation standards and reporting process require UAF to submit a summary of resources and capacity by Sept. 1, 2010. The full text of Standard 2, Resources and Capacity, is available in the accreditation standards (see [http://www.nwccu.org/Standards Review/Pages/Revised Standards - Draft 5.0.pdf](http://www.nwccu.org/Standards%20Review/Pages/Revised%20Standards%20-%20Draft%205.0.pdf)).

RESOURCES

* 2001Accreditation Self-study (see <http://www.uaf.edu/provost/accreditation/>) and the 2006 Fifth Year Interim report (see <http://www.uaf.edu/provost/accreditation/5yr_interim_accreditation_report.pdf>)
* Annual unit plans and operational review documents – ask unit leadership
* Planning, Analysis and Institutional Research (see <http://www.uaf.edu/pair/metrics.html>)
* Operational Review Information from Financial Services (see <http://www.uaf.edu/finsvcs/budget-cost-records/budget-information/>).
1. **Unit Description – This information will be edited and made available to external evaluators.**

Unit Name: College of Rural and Community Development, UAF

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Completed by:

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1. Mission
	1. The College of Rural & Community Development provides academic and vocational education that promote workforce preparation, economic development, life- long learning, and community development with an emphasis on Alaska Natives, and underserved communities (http://www.uaf.edu/rural/about/mission/).
	2. CRCD contributes to UAF’s mission through our community campuses in Bethel, Dillingham, Fairbanks, Kotzebue, Nome and centers in Galena, Ft. Yukon, Tok, Unalaska, McGrath, Togiak, King Salmon, and Delta, CRCD reaches out to 160 communities statewide. Many of our courses are available through a variety of distance education modalities. Faculty are well versed in tools such as E-live, Blackboard, audio conferencing, and more.   The Center for Distance Education and Independent Learning serves as both a resource for faculty and as distributers for over a hundred courses in partnership with other UAF schools and colleges.

CRCD serves as the community college extension of UAF. We offer certificate through master’s level education. Our focus on workforce development and life-long learning pervades our campuses. CRCD’s campuses are located in strategic hubs throughout Alaska, where the primary mode of transportation is by air. The lack of roads and infrastructure force our faculty and staff to be creative and innovative in course design and delivery. It is not uncommon for students in our distance courses to live as far north as Barrow or as far south as Ketchikan, as well as from locations around the globe through our Center for Distance Education.

Partnerships with employers are critical to our success. CRCD’s campuses partner with school districts, cities, tribes, health corporations, and industry to enhance student learning opportunities. Our partners provide opportunities for internships and scholarships, and advocate for educational programming to

* Educate: Undergraduate and Graduate Students
* Discover: Through Research, Scholarship, and Creative Activity with an

Emphasis on the North and its Peoples

* Prepare: Alaska’s Career, Technical, and Professional Workforce
* Connect: Alaska Native, Rural, and Urban Communities through Contemporary and Traditional Knowledge
* Engage: Alaskans via Lifelong Learning, Outreach, and Community and Economic Development
	1. [www.uaf.edu/rural](http://www.uaf.edu/rural)

[www.uaf.edu/rural/about/plan/](http://www.uaf.edu/rural/about/plan/)

1. Leadership, Management and Organizational Structure:

<http://www.uaf.edu/rural/about/CRCD-Acad-Prog-Svc-Del-CHART-09.09.pdf>

<http://www.uaf.edu/rural/pdfs/CRCD-Overview-2-14-2008.pdf>

CDE org\_chart\_100127.pdf (Ask Alex if this is on his website for linking)

See if the others would like to put their org chart in this section.

1. Committee Structures and Representation

List faculty and staff committees within your unit:

Six (6) representatives on the Faculty Senate: (<http://www.uaf.edu/uafgov/faculty/Lists/FS_Directory_List_2009-10.pdf>)

Two (2) on Staff Council Unit One and three (3) on Staff Council Unit Two (<http://www.uaf.edu/uafgov/staff/Handbook/UNITLIST2009.pdf>)

Student Academic Development and Achievement Committee (SADA) has eleven members from CRCD, including the chair, that discuss issues and policies that impact developmental education for UAF. The director of Tanana Valley Campus serves as an ex officio member, along with others from various units of the university.

Core Review Committee has elected seats, including one seat from CRCD Rural Student Services to serve on that committee.

Two (2) faculty on the university-wide tenure and promotion committee.

CRCD has a college academic council (with division chairs) representing all its departments/divisions and a TVC curriculum council, listed in the document titled “Faculty by Division”

(http://www.uaf.edu/rural/staff/academics/faculty\_by\_division\_AY10.pdf).

The various committees that have CRCD representation include, but are not limited to, the Executive Dean’s service on the Chancellor’s Cabinet, the Deans’ Council, the Chancellor’s Advisory Committee on Native Education, the Troth Yeddha’ Park Planning Subcommittee, the Alaska Health Education Consortium, the Alaska Native Science and Engineering Program board, the UA Allied Health Alliance, UA Workforce Development Committee, the UA Behavioral Health Alliance, the Rural Alaska Community Action Program Board of Directors, the Best Beginnings Early Learning Council, the Foraker Group Board and the National Science Foundation, Office of Polar Programs Advisory Oversight Committee.

Alaska Health Education Consortium – [www.ahecalaska.org](http://www.ahecalaska.org)

Alaska Native Science and Engineering Program – [www.uaf.edu/cnsm/ansep](http://www.uaf.edu/cnsm/ansep)

UA Workforce Development Program Website – [www.alaska.edu/swacad/wp](http://www.alaska.edu/swacad/wp)

UA Behavioral Health Alliance – [www.alaska.edu/alaskahealth/BHA](http://www.alaska.edu/alaskahealth/BHA)

Rural Alaska Community Action Program – [www.ruralcap.com](http://www.ruralcap.com)

Best Beginnings Early Learning Council – [www.bestbeginningsalaska.org](http://www.bestbeginningsalaska.org)

The Foraker Group – [www.forakergroup.org](http://www.forakergroup.org)

National Science Foundation, Office of Polar Programs – [www.nsf.gov/dir/index.jsp?org=OPP](http://www.nsf.gov/dir/index.jsp?org=OPP)

The Associate Dean serves on the Provost’s Council, Associate Dean’s Council, UA Expanded Access to Healthcare Programs (EAHP), the CRCD Student and Enrollment Services Committee, the UA Distance Education Collaboration Incentive Committee, CRCD Academic Council, CRCD Bookstore Advisory Council, CRCD Management Team, and currently serves as an affiliate to the UAF Space Grant program and chair of the (external) Fairbanks North Star Borough Health and Social Services Commission.

The director of the Bristol Bay Campus serves on the Bristol Bay Region Agency Consortium, the Bristol Bay Agency Planning Committee, the Youth Leadership Symposium Planning Committee, the Western Interdisciplinary Science Consortium and the Southwest Alaska Vocational Education Center Board.

The director of the Chukchi Campus serves on the Northwest Arctic Borough Sulainich Art Center Board, the Northwest Arctic Borough Economic Commission Board and the Northwest Arctic Borough Mining Planning Conference Board.

The director of the Interior-Aleutians Campus serves on the Chancellor’s Advisory Committee on Native Education, the Troth Yeddha’ Park Planning Subcommittee, the Wisdom Bearers Committee, the UAF Graduation Committee and the Fairbanks Native Education Committee.

The director of the Kuskokwim Campus serves on the Alaska Sea Grant advisory Committee and the marine Advisory Program Wakefield 2011 Symposium Conference Planning Committee.

The director of the Northwest Campus serves on the UAF External Administrative Review Committee, the UAF Chancellor’s Research Transition Team, the UA University Statewide Enrollment Group, the UAF Annual Unit Report Revision Committee, the UAF Higher Education Advisory Council, the UAF Career and Technical Education Advisory Board, the Office of Faculty Development Advisory Board, the Fairbanks Economic Development Corporation Regional Committee, the Nome Youth Facility Board, the Bering Strait Leadership Team, the Northwest Alaska Career and Technical Center (NACTEC) Steering Committee, the NACTEC Governing Board, the Norton Sound Health Corporation Development Committee, the Northwest Campus and City of Nome Library Consortium Group and the Kawerak Reindeer Herders Association Advisory Council.

The director of the Tanana Valley Campus serves on the Vocational-Technical Education Providers Board (co-chair), Partners for Progress in Delta, Inc. (chair), the Greater Fairbanks Chamber of Commerce, the Greater Fairbanks Chamber of Commerce Education Committee, the Interior Regional Workforce Council and the UA Allied Health Alliance.

The director of the Center for Distance Education serves on the Faculty and Student Technology – UAF, the University of Alaska Distance Education Parameters and Description Committee – UA, and the Intellectual Property-Labor Management Committee (UA), the Ad Hoc Blackboard Testing group, the Instructional Technology Education Group (director chairs), and numerous other internal committees on issues regarding distance/online education.

The director of CRCD Rural Health Programs serves on the Statewide Tech Prep Consortium, the Alaska Women’s Lobby and the Fairbanks chapter of Mothers Against Drunk Driving. She was also appointed by the Fairbanks mayor to the Alaska Meth Education Board.

The director of Rural Student Services serves on the Chancellor’s Advisory Committee on Native Education, the Chancellor’s Diversity Action Committee and the UAF MacLean House Management Committee.

All directors serve on the CRCD Strategic Planning Committee and the CRCD Directors’ Council.

1. External Advisory Board(s)

Identify external advisory boards associated with your unit and briefly describe their role. (<http://www.uaf.edu/rural/about/council/>)

1. Additional Unit Policies

Provide URL links to unit policies including any unit criteria: (<http://www.uaf.edu/rural/staff/academics/CRCD-09-10-Redbook-GuideToCrcdAcademicStructureAndCurriculumProcesses.pdf>)

The regional review process for UAFT faculty is currently being merged into the UAF Blue Book on faculty appointment so that all units use the same criteria for tenure and promotion consideration. The legacy document that has covered UAFT faculty members separately will no longer govern the process, although will retain many of its elements of review. The Department of Developmental Education is undergoing a self-study analysis that should be complete by the end of AY10. The Department of Alaska Native and Rural Development is updating its draft of unit criteria for Faculty Senate review.

The Center for Distance Education has policies on development of courses, course development outcome requirements, best practice for distance delivery, academic qualification for course developers, contract wording for paper grader adjuncts, quality education for non-traditional students (<http://distance.uaf.edu/lib/whitepaper09.pdf>), Quality Improvement program practices (<http://distance.uaf.edu/lib/research/policies-procedures-2.6-ncc.pdf>), course design rubrics (<http://distance.uaf.edu/lib/forms/cde-rubric.pdf>), and course design checklist (http://distance.uaf.edu/lib/research/checklist\_Fall09.pdf) .

1. Educational Programs Offered:

 (<http://www.uaf.edu/rural/staff/academics/crcd-degree-programs/>)

* 1. The follow represents a list of changes (program additions, major revisions, or deletions) that have occurred in the past five years in CRCD. All courses are considered of equal rigor and follow the approved course content objectives regardless of when, where or how delivered, as we are heavily dependent on distance delivery to augment our face-to-face course modes. Our Center for Distance Education (CDE) is currently conducting a pilot of quality improvement (<http://distance.uaf.edu/lib/research/policies-procedures-2.6-ncc.pdf>), marking a new direction away from paper-based courses to online learning management platforms. Below is a compilation of changes from Faculty Senate sources (http://www.uaf.edu/uafgov/fs\_curriculum.html).

Developmental Education:

DEVM 051 - Math Skills Review, 1 credit (1+0); course format 5 weeks; may be repeated up to 3 credits; offered As Demand Warrants; effective Fall 2006.

DEVM 106 - Alternative Approaches to Math: Intermediate Algebra, 3 credits (2+2.5); change title and credits to: Intensive Intermediate Algebra, 4 credits (4.5+0); change description; effective Fall 2006.

Occupational Endorsements:

* + [ABUS Bookkeeping Technician](http://www.uaf.edu/rural/pdfs/students-pdfs/ABUS_Bookkeeping_Technician_OE.pdf) Fall 07
	+ [ABUS Financial Services Representative](http://www.uaf.edu/rural/pdfs/students-pdfs/ABUS-Financial-Services-Representative.pdf) Fall 07
	+ [ABUS Administrative Assistant](http://www.uaf.edu/rural/staff/crcd-academic-council/occupational-endorsements/Format-5-ABUS-Administrative-Assistant-OE-with-Signature-page-1.pdf) Fall 07 (revised Fall 09)
	+ [Nurse Aide](http://www.uaf.edu/rural/staff/crcd-academic-council/occupational-endorsements/Nurse-Aide-Submitted-to-Sheri-3_13_07.pdf) - Spring 2007
	+ [RHS Behavioral Health Aide](http://www.uaf.edu/rural/pdfs/students-pdfs/RHS_Behavioral_Health_Aide.pdf) Fall 06
	+ [RUBM Rural Utilities Business Management](http://www.uaf.edu/rural/pdfs/students-pdfs/Rural_Utilities_Business_Management_OE.pdf) Spring 07
	+ [Medical Billing](http://www.uaf.edu/rural/staff/academics/Medical-Billing-OE-Proposal-042108-Website.rtf) Spring 08
	+ [Medical Coding](http://www.uaf.edu/rural/staff/academics/Medical-Coding-OE-Proposal-042108-Website.rtf) Spring 08
	+ [Medical Office Reception](http://www.uaf.edu/rural/staff/crcd-academic-council/occupational-endorsements/OE_MedicalOfficeReception.pdf) Spring 08
	+ [Entry Level Welder](http://www.uaf.edu/rural/staff/crcd-academic-council/occupational-endorsements/Welding_OE_12-03-08_approved.pdf) Fall 08
	+ [Law Enforcement](http://www.uaf.edu/rural/staff/crcd-academic-council/occupational-endorsements/LE-OE-Combined.pdf) Spring 09
	+ [Facility Maintenance](http://www.uaf.edu/rural/staff/crcd-academic-council/occupational-endorsements/OE-FacilitiesMaint-1109%282%29.pdf) Fall 09

These can all be found on the following URL:

(<http://www.uaf.edu/rural/staff/crcd-academic-council/occupational-endorsements/>)

Certificates/Associates:

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| ABUS 102 - Keyboarding, 1-3 credits; may be repeated up to 5 credits; graded Pass/Fail; offered Fall & Spring; effective Fall 2006. |
| ABUS 116 - Using 10-Key Calculators, 1 credit (1+0); offered As Demand Warrants; effective Fall 2006.AUTO 101 - Automotive Systems Fundamentals, 4 credits (3+3); change number, title and credits to: AUTO 102 - Introduction to Automotive Technology, 3 credits (2+2); change description; change frequency of offering to As Demand Warrants; effective Fall 2006.AUTO 110 - Auto/Diesel Electrical Systems Fundamentals, 4 credits (3+3); change title and credits to: Basic Electrical Systems, 3 credits (2+2); change description; effective Fall 2006.AUTO 111 - Automotive Electronic System Fundamentals, 4 credits (3+3); change number, title and credits to: AUTO 227 - Automotive Electrical III, 3 credits (2+2); change description and prerequisites; effective Fall 2006.AUTO 114 - Auto/Diesel Emission Control Systems, 4 credits (3+3); change number, title and credit distribution to: AUTO 202 - Auto Fuel and Emissions Systems (3+2); change description and prerequisites; effective Fall 2006.AUTO 122 - Engine Theory and Diagnosis, 3 credits (2+2); course format not less than three weeks; offered As Demand Warrants; effective Fall 2006.AUTO 131 - Automotive Electrical II, 3 credits (2+2); course format not less than three weeks; offered As Demand Warrants; effective Fall 2006.AUTO 222 - Automotive Engine Performance, 3 credits (2+2); course format not less than three weeks; offered As Demand Warrants; effective Fall 2006.AUTO 190 - Automotive Practicum I, 1-6 credits; may be repeated up to 6 credits; offered As Demand Warrants; effective Fall 2006.~~CIOS 106 - Keyboarding I/Beginning Typewriting, 1-3 credits~~; effective Fall 2006.~~CIOS 107 - Typing Skill Building, 1 credit~~; effective Fall 2006.~~CIOS 109 - Keyboarding III/Advanced Typewriting, 3 credits~~; effective Fall 2006.CIOS 110 - Microcomputer Operating Systems, 1-3 credits (1-3+0); change title to: PC Operating Systems Support and Troubleshooting; change description and prerequisites; effective Fall 2006.~~CIOS 116 - Business Math Using Calculators, 3 credits (3+0)~~; effective Fall 2006.CIOS 128 - Using and Configuring PC Operating Systems, 3 credits (3+0); may be repeated up to 9 credits; offered As Demand Warrants; first offered Fall 2006.~~CIOS 131 - WordPerfect, 1-3 credits~~; effective Fall 2006.~~CIOS 132 - Microsoft Word, 1-3 credits~~; effective Fall 2006.CIOS 146 - Using the Internet, 1-3 credits (1-3+0); change title to: Using Internet Tools and Technologies; change description; may be repeated up to 3 credits; effective Fall 2006.~~CIOS 161 - Proofreading, 1 credit~~; effective Fall 2006.~~CIOS 162 - Alphabetic Shorthand, 3 credits~~; effective Fall 2006.~~CIOS 200 - Medical Terminology, 3 credits~~; effective Fall 2006.~~CIOS 205 - Medical Typing, 2 credits~~; effective Fall 2006.~~CIOS 206 - Legal Keyboarding, 3 credits~~; effective Fall 2006.CIOS 210 - Hardware and Software Configuration and Troubleshooting, 1-3 credits (1-3+0); change title to: PC Hardware Support and Troubleshooting; change description; may be repeated up to 3 credits; effective Fall 2006.CIOS 213 - Implementing Client and Server Operating Systems, 4 credits (4+0); may be repeated up to 12 credits; offered As Demand Warrants; first offered Fall 2006.CIOS 244 - Introduction to Network Support and Administration, 3 credits (3+0); offered As Demand Warrants; first offered Fall 2006.CIOS 245 - Networking and Communications, 1-4 credits (1-4+0); change title to: Introduction to Networking and LAN Infrastructure; change description; may be repeated up to 4 credits; effective Fall 2006.CIOS 246 - Advanced Internet, 1-3 credits (1-3+0); change title to: Implementing Internet Tools and Technologies; change description; may be repeated up to 3 credits; change prerequisites; effective Fall 2006.CIOS 248 - Implementing and Managing Network Services, 3 credits (3+0); offered As Demand Warrants; first offered Fall 2006.CIOS 249 - Routers and Routing Basics, 4 credits (4+0); offered As Demand Warrants; first offered Fall 2006.CIOS 250 - Intermediate Routing and LAN Infrastructure, 4 credits (4+0); offered As Demand Warrants; first offered Fall 2006.CIOS 252 - WAN Technologies, 4 credits (4+0); offered As Demand Warrants; first offered Fall 2006.~~CIOS 265 - Office Management, 3 credits~~; effective Fall 2006.~~CIOS 269 - Alaska Rules of Civil Procedure, 3 credits~~; effective Fall 2006.CIOS 271 - Web Databases and Programming, 3 credits (3+0); offered As Demand Warrants; first offered Fall 2006.CIOS 277 - Computer and Information Security, 3 credits (3+0); offered As Demand Warrants; first offered Fall 2006.CM 102 - Methods of Building Construction (3+0) 3 credits; offered As Demand Warrants; effective Fall 2006 and/or upon BOR approval.CM 123 - Codes and Standards (3+0) 3 credits; offered As Demand Warrants; effective Fall 2006 and/or upon BOR approval.CM 142 - Mechanical and Electrical Technology (3+2) 4 credits; offered As Demand Warrants; effective Fall 2006 and/or upon BOR approval.CM 163 - Building Construction Cost Estimating (2+2) 3 credits; offered As Demand Warrants; effective Fall 2006 and/or upon BOR approval.CM 201 - Construction Project Management (3+0) 3 credits; offered As Demand Warrants; effective Fall 2006 and/or upon BOR approval.CM 202 - Project Planning and Scheduling (2+2) 3 credits; offered As Demand Warrants; effective Fall 2006 and/or upon BOR approval.CM 205 - Construction Safety (3+0) 3 credits; offered As Demand Warrants; effective Fall 2006 and/or upon BOR approval.CM 213 - Civil Technology (2+4) 4 credits; offered As Demand Warrants; effective Fall 2006 and/or upon BOR approval.CM 231 - Structural Technology (2+4) 4 credits; offered As Demand Warrants; effective Fall 2006 and/or upon BOR approval.CM 263 - Civil Construction Cost Estimating (2+2) 3 credits; offered As Demand Warrants; effective Fall 2006 and/or upon BOR approval.CM 299 - Construction Management Internship (variable) 3 credits; offered As Demand Warrants; graded Pass/Fail; effective Fall 2006 and/or upon BOR approval.EMS 180 - Paramedicine I, 8 credits (6+4); change course number to EMS 280; change credits and distribution to: 12 credits (8+8); change description and prerequisites; effective Fall 2006.EMS 182 - Paramedicine II, 8 credits (6+4); change course number to EMS 282; change credits and distribution to: 12 credits (8+8); change description and prerequisites; change frequency of offering to Spring; effective Fall 2006.EMS 186 - Clinical Rotation I, 4 credits (0+8); change course number to EMS 181; change description; effective Fall 2006.~~EMS 271 - Paramedicine III, 9 credits (7+4)~~; effective Fall 2006.EMS 275 - Clinical Rotation II, 4 credits (0+8); change course number to EMS 183; change prerequisites; change frequency of offering to Spring; effective Fall 2006.~~EMS 277 - Clinical Rotation III, 3 credits (0+6~~); effective Fall 2006.FIRE 151 - Wildland Fire Control I, 3 credits (3+0); change description; effective Fall 2006.FIRE 153 - Advanced Wildland Firefighter, 3 credits (2.5+1); offered Fall, effective Fall 2006.HLTH 107 - Nurse Aid Training, 7 credits (4+6); change credits to: 9 credits (5+8); change description; effective Fall 2006.HLTH 111 - Personal Care Attendant Training, 4 credits (2.5+3); change grading mode to Letter Grade; effective Spring 2006.HLTH 113 - Personal Care Attendant to Nurse Assistant Bridge, 5 credits (3+4); course format of 3 weeks; offered As Demand Warrants; effective Fall 2006.HLTH 251 - Clinical Chairside I for Dental Assistants, 4 credits (2+4); change credits to 6 credits (3+6); change description; effective Fall 2006.HLTH 252 - Clinical Chairside II for Dental Assistants, 4 credits (2+4); change credits to 6 credits (3+6); change description; effective Fall 2006.HLTH 253 - Clinical Chairside III for Dental Assistants, 4 credits (2+4); change credits to 6 credits (3+6); change description and prerequisites; effective Fall 2006.HLTH 261 - Reception Externship, 2 credits (1+5); change credit distribution to: (0+0+6); change description and prerequisites; effective Fall 2006.HLTH 268 - Medical Assisting Externship, 4 credits (1+12); change credit distribution to: (0+0+12); effective Fall 2006.PRT 160 - Oil and Gas Exploration and Production I, 3 credits (3+0); offered As Demand Warrants; first offered Fall 2006.PRT 240 - Industrial Process Instrumentation III (3+2) 4 credits; change credits to: (2+2) 3 credits; effective Fall 2006.SHEN 108 - Injury Prevention and Risk Management, 3 credits (3+0); change designator to OSH, change credits to: 4 credits (3+2); change frequency of offering to Fall; effective Fall 2006.SHEN 112 - Program Assessments, Development and Implementation, 3 credits (3+0); change designator and number to OSH 110, change credits to: 4 credits (4+0); add prerequisite; change frequency of offering to Fall; effective Fall 2006.SHEN 120 - Safety Program Management and Recordkeeping, 3 credits (3+0); change designator to OSH, change credits to: 2 credits (2+0); add prerequisite; change frequency of offering to Spring; effective Fall 2006.SHEN 201 - Workplace Injury and Incident Evaluation, 3 credits (3+0); change designator to OSH, change title to Workplace Injury and Incident Evaluations; change credits to: 4 credits (4+0); add prerequisite; change frequency of offering to Spring; effective Fall 2006.VTS 101 - Introduction to Veterinary Science, 2 credits (1.5+2); offered traditional delivery and distance education with intense lab; graded Pass/Fail; offered Fall; effective Upon Board of Regents approval.VTS 102 - Basic Veterinary Care for the Alaskan Bush, 1 credit (.5+1); offered traditional delivery and distance education with intense lab; graded Pass/Fail; offered Fall, Spring; effective Upon Board of Regents approval.VTS 103 - Training and Handling of Search and Rescue Canines, 5 credits (3+4); offered traditional delivery and distance education with intense lab; graded Pass/Fail; may be repeated two times; offered Fall, Spring; effective Upon Board of Regents approval.VTS 104 - Boarding Kennel Design and Management, 3 credits (3+0); offered traditional delivery and distance education; graded Pass/Fail; offered Fall, Spring; effective Upon Board of Regents approval.VTS 105 - Pet Grooming, 5 credits (3+4); offered traditional delivery and distance education with intense lab; graded Pass/Fail; may be repeated once; offered Fall, Spring; effective Upon Board of Regents approval.VTS 110 - Veterinary Medical Terminology and Communication, 2 credit (2+0); offered traditional delivery and distance education; offered Fall; effective Upon Board of Regents approval.VTS 115 - Mathematics for Veterinary Science, 3 credits (3+0); offered traditional delivery and distance education; offered Fall; effective Upon Board of Regents approval.VTS 120 - Veterinary Science, 3 credits (3+0); offered traditional delivery and distance education; offered Spring; effective Upon Board of Regents approval.VTS 130 - Animal Anatomy and Physiology, 3 credits (2.5+2); offered traditional delivery and distance education with intense lab; offered Spring; effective Upon Board of Regents approval.VTS 135 - Veterinary Medical Illustration I, 3 credits (2.5+1); offered traditional delivery and distance education with intense lab; offered Spring; effective Upon Board of Regents approval.VTS 136 - Veterinary Medical Illustration II , 3 credits (2.5+1); offered traditional delivery and distance education with intense lab; offered Spring; effective Upon Board of Regents approval.VTS 140 - Animal Husbandry, 3 credits (2+2); offered traditional delivery and distance education with intense lab; offered Spring; effective Upon Board of Regents approval.VTS 150 - Animal Nutrition and Feeding, 3 credits (3+0); offered traditional delivery and distance education; offered Fall; effective Upon Board of Regents approval.VTS 160 - Animal Diseases and Medicine, 3 credits (2+2); offered traditional delivery and distance education with intense lab; offered Fall; effective Upon Board of Regents approval.VTS 161 - Zoonotic Diseases, 3 credits (3+0); offered traditional delivery and distance education; offered Spring; effective Upon Board of Regents approval.VTS 162 - Rabies Education, 1 credit (1+0); offered traditional delivery and distance education; graded Pass/Fail; offered Spring; effective Upon Board of Regents approval.VTS 165 - Diseases and Parasites of Alaskan Wildlife, 5 credits (3+4); offered traditional delivery and distance education with intense lab; offered Spring; effective Upon Board of Regents approval.VTS 199 - Veterinary Technician Practicum, 2 credits (0+4); may be repeated up to 8 credits; offered Fall, Spring; effective upon Board of Regents approval.VTS 200 - Veterinary Nursing, 3 credits (2+2); offered traditional delivery and distance education with intense lab; offered Spring; effective Upon Board of Regents approval.VTS 210 - Veterinary Office Management and Economics (s), 2 credits (2+0); offered traditional delivery and distance education; offered Spring; effective Upon Board of Regents approval.VTS 220 - Humane Euthanasia, 1 credit (.5+1); offered traditional delivery and distance education with intense lab; graded Pass/Fail; offered Spring; effective Upon Board of Regents approval.VTS 230 - Veterinary Anesthesia, 2 credits (1.5+1); offered traditional delivery and distance education with intense lab; offered Fall; effective Upon Board of Regents approval.VTS 240 - Veterinary Pharmacology, 2 credits (1.5+1); offered traditional delivery and distance education with intense lab; offered Fall; effective Upon Board of Regents approval.VTS 250 - Current Issues in Veterinary Technology (n), 2 credits (3+0); offered traditional delivery and distance education; offered As Demand Warrants; effective Upon Board of Regents approval.VTS 260 - Veterinary Preventative Medicine and Dentistry (n), 2 credits (1.5+1); offered traditional delivery and distance education with intense lab; offered Fall; effective Upon Board of Regents approval.VTS 261 - Water Quality and Testing (n), 3 credits (2+2); offered traditional delivery and distance education with intense lab; offered Fall; effective Upon Board of Regents approval.VTS 262 - Foodstuff Quality and Testing (n), 3 credits (3+0); offered traditional delivery and distance education; offered Fall; effective Upon Board of Regents approval.VTS 263 - Meat and Seafood Inspection (n), 3 credits (3+.5); offered traditional delivery and distance education with intense lab; offered Fall; effective Upon Board of Regents approval.VTS 270 - Principles of Imaging (n), 2 credits (1+2); offered traditional delivery and distance education with intense lab; offered Spring; effective Upon Board of Regents approval.VTS 280 - Veterinary Pathology (n), 3 credits (2.5+1); offered traditional delivery and distance education with intense lab; offered Spring; effective Upon Board of Regents approval. |

Baccalaureate:

Licensure:

Graduate:

* 1. If your unit contributes to the core curriculum, briefly describe the contribution: (<http://www.uaf.edu/catalog/catalog_09-10/associate/assoc3.html#Associate_of_Arts_Req>) The A.A. degree option is coordinated through CRCD and offered at all campuses. The program review of the A.A. ties directly to the core curriculum review: (<http://www.uaf.edu/provost/outcomes/AssessmentPlans.html>) See Associate of Arts.
	2. Joint or shared educational programs with other institutions: CRCD conducts 2+2 baccalaureate programs in Fisheries, a Rural Human Services certificate/Human Services associate, and Social Work baccalaureate pathway, an Early Childhood Education certificate and Child Development and Family Studies baccalaureate across all three MAU’s, and a collaborative Information Technology Specialist associates across the UA system. CRCD is actively involved in a developing statewide Tech Prep articulation agreement program, expanding beyond Alaska school districts to include vocational training centers and Job Corps at some point in the near future. Programs inside the college that are offered beyond a single campus of the six community campuses that comprise the college are creating cooperative agreements on how those programs are shared across the administrative structure while focused on the discipline as central to oversight of the programs. Current departments already in that structure are the Department of Alaska Native and Rural Development and the Department of Developmental Education.
1. Specialized Accreditation

http://www.uaf.edu/rural/staff/academics/accreditation-2011/

* Paramedic Academy
* Medical Assistant
* Aviation Maintenance Technology
* Powerplant
* Airframe
* Paralegal Studies
* Dental Hygiene
* Law Enforcement
* Automotive Technology
* Construction Trades Technology
1. Non-Credit Instructional Units

CRCD non-credit instructional activities are governed by the following process:

1. Agency contacts a Department requesting CEUs for a course that they are teaching (or) Department requests CEUs be granted to a course they are teaching.
2. Agency provides Department with a copy of the course outline/syllabus and a copy of the instructor’s vitae (or) Department supplies outline/syllabus and a copy of the instructor’s vitae/resume.
3. The Department Head and appropriate departmental faculty review/approve the course outline/syllabus and the instructor’s vitae/resume.
4. The Department Head reviews the request with the Dean/Director for final approval.
5. The Department prepares the addition to the schedule for signatures to offer the CEU course.
6. The Class Schedule form is forwarded to the appropriate Student and Enrollment Services position or registrar’s office for assignment of a CRN to the course and provides the Sponsoring Department with the CRN number.
7. The Sponsoring Department provides the Outside Agency with the registration forms (or) the Sponsoring Department provides their students with the registration forms.

CEU Course Rates:

1-30 hours/units (0.1 – 3.0 CEU): $45.00

40-60 hours/units (4.0 - 6.0 CEU): $10.00 each additional unit to a total of 6 units

This is a minimum administrative fee that covers course set up, which includes course content review, registration entry and fee processing.

|  |  |  |
| --- | --- | --- |
| **CRCD - NONC/CEU's -201001** |  |  |
|  |  |  |  |  |
| **CRN** | **Subject** | **Crse/Sect** | **Enrolled** | **Title** |
| **BBC** |  |  |  |  |
| 40487 | NONC | F001 BD1 | 27 | HAZMAT Refresher |
| 40689 | NONC | F002 BD1 | 21 | Village Based Marketplace |
|  |  |  |  |  |
| **KUC** |  |  |  |  |
| 40939 | CPM | F001C K01 | 5 | Defining Outcomes & Perform |
| 40940 | CPM | F001C K02 | 5 | Deal Effect State Govnmt |
| 41137 | CTT | F001C K01 | 0 | Oil Fired Burner |
| 41138 | CTT | F001C K02 | 0 | Plumbing Academy |
| 39878 | NONC | F001 K01 | 22 | Judo, Children Beginning |
| 39879 | NONC | F001 K02 | 23 | Judo, Children Advanced |
| 39880 | NONC | F001 K03 | 8 | Judo Adult |
| 39997 | NONC | F001 K04 | 30 | Yoga |
| 40047 | NONC | F001 K05 | 18 | Aerobics |
| 40052 | NONC | F001 K06 | 0 | Driver's Ed: Behind the Wheel |
| 40061 | NONC | F001 K07 | 0 | First Aid/CPR January |
| 40063 | NONC | F001 K08 | 5 | First Aid/CPR February |
| 40064 | NONC | F001 K09 | 9 | First Aid/CPR March |
| 40065 | NONC | F001 K10 | 2 | First Aid/CPR April |
| 40066 | NONC | F001 K11 | 0 | First Aid/CPR May |
| 40377 | NONC | F001 K12 | 34 | Home Retrofit Techniques |
| 40395 | NONC | F001 K13 | 79 | GED Certification |
| 40404 | NONC | F001 K14 | 35 | Cold Weather Homebldg Tech |
| 40590 | NONC | F001 K15 | 8 | Rhyth Movemnt & Dance: Chld |
| 40977 | NONC | F001 K16 | 4 | Basic Computing |
| 40982 | NONC | F001 K17 | 2 | Facebook & Twitter |
| 40985 | NONC | F001 K18 | 0 | Blogs |
| 40986 | NONC | F001 K19 | 12 | Skype |
| 40987 | NONC | F001 K20 | 17 | Beginning QuickBooks |
| 40988 | NONC | F001 K21 | 12 | Tax Planning |
| 40989 | NONC | F001 K22 | 11 | Quickbooks Payroll |
| 40990 | NONC | F001 K23 | 16 | Quickbooks Intermediate |
| 41005 | NONC | F001 K24 | 12 | Computer Business Applicatns |
| 41063 | NONC | F001 K25 | 1 | Master Microsoft Word |
| 41064 | NONC | F001 K26 | 4 | Microsoft Excel |
| 41070 | NONC | F001 K27 | 1 | Qaspeq |
| 41084 | NONC | F001 K28 | 15 | Writer's Workshop |
| 41127 | NONC | F001 K29 | 9 | Oil Fired Boilers: Homeowner |
| 41191 | NONC | F001 K30 | 17 | Winter Outdoor Safety |
| 40048 | NONC | F001 KE1 | 15 | Aerobics |
| 40073 | NONC | F001 KE2 | 6 | Fur Hat Making |
| 40405 | NONC | F001 KE3 | 3 | Skype |
| 40056 | NONC | F001 KW1 | 18 |  Dance: Chldrn Rhythm & Move |
| 40057 | NONC | F001 KW2 | 14 | Dance: Chldrn Ballet & Tap |
| 40059 | NONC | F001 KW3 | 10 | Digital Photography |
| 40074 | NONC | F001 KW4 | 4 | Sewing: Qaspeq Making |
|  |  |  |  |  |
| **I-AC** |  |  |  |  |
| 41065 | CTT | F001C II1 | 0 | Flooring Installation |
| 41066 | CTT | F002C II1 | 0 | Cabinet Installation |
| 41072 | CTT | F003C II1 | 0 | Appliance Trblshtng and Repair |
|  |  |  |  |  |
| **NWC** |  |  |  |  |
| 39506 | NONC | F001C N01 | 1 | Framing and Matting |
| 40333 | NONC | F010 N01 | 2 | NWC Gold Process |
| 39507 | NONC | F010 N02 | 0 | Ceramics for Kids |
| 40720 | NONC | F010 N03 | 1 | Skin Sewing |
| 40721 | NONC | F010 N04 | 1 | Koyukon Athabascan Beading |
| 40828 | NONC | F010 N05 | 3 | QuickBooks Pair-Up: Koyuk |
| 38510 | NONC | F010 NN1 | 0 | NACTEC Gold: NACTEC Sess 8 |
| 38511 | NONC | F010 NN2 | 0 | NACTEC Gold: NACTEC Sess 9 |
| 38512 | NONC | F010 NN3 | 13 | NACTEC Gold: NACTEC Sess 10 |
| 38513 | NONC | F010 NN4 | 0 | NACTEC Gold: NACTEC Sess 12 |
| 38514 | NONC | F010 NN5 | 0 | NACTEC Gold: NACTEC Sess 14 |
|  |  |  |  |  |
| **TVC** |  |  |  |  |
| 34248 | ABUS | F001C T01 | 0 | 7 Habits of High Effect P |
| 34249 | ABUS | F002C T01 | 0 | How to Conduct a Perf Eval |
| 34250 | ABUS | F003C T01 | 0 | Coaching for Improved Perf |
| 34251 | ABUS | F004C T01 | 10 | Keys to Succ Commin Wrkplace |
| 34252 | ABUS | F005C T01 | 10 | Make Your Meetings Effective |
| 34253 | ABUS | F006C T01 | 1 | Successful Teambuilding |
| 34254 | ABUS | F007C T01 | 2 | Effective Presentations |
| 34255 | ABUS | F008C T01 | 2 | Basics of Investing |
| 34256 | ABUS | F009C T01 | 0 | Grantwriting Overview |
| 34257 | ABUS | F009C T02 | 0 | Tips/Trcks/Tuneups/Grntwrtrs |
| 40850 | ABUS | F010C T01 | 4 | 7 Habits of Highly Effective People |
| 41163 | CAH | F001C T01 | 0 | ServSafe |
| 38349 | CIOS | F001C TE1 | 9 | Intro to Adobe Photoshop |
| 38350 | CIOS | F002C TE1 | 9 | Intermediate Photoshop |
| 38351 | CIOS | F003C TE1 | 7 | Intro to Microsoft Excel |
| 35291 | CIOS | F001C T01 | 24 | NSTC Unescorted 6 PK + H25 |
| 37490 | HUMS | F001C TW1 | 1 | History of Alcohol in Alaska |

**Center for Distance Ed**

Open Educational Resources - CDE is committed to producing and sharing open educational resources. We currently have a handful of courses for which content is freely available online, open to the general public. More open education resources are in development. Visitors may use these resources to enhance their own personal learning. They do not receive feedback from an instructor or receive university credit for completing the material unless they register for the course:

[Art Music Theater F200](http://oer.uaf.edu/learn/AMTF200-v1/)

[CITS F221 Graphics and Multimedia for the Web](http://oer.uaf.edu/learn/cits221-v1/)

[CITS 220 Implementing Internet Technologies (Fall O9)](http://oer.uaf.edu/commons/CITS220-F09/HomePage)

[CITS 222 Web Design with Dreamweaver (and Fireworks) (Fall 09)](http://oer.uaf.edu/commons/CITS222-F09/HomePage)

[CITS 225 PHP & MySQL (Spring 10)](http://oer.uaf.edu/commons/CITS225-S10/HomePage?action=edit)

1. Faculty and Staff
	1. Faculty and Staff Numbers (Please refer to the tables in Section II.)

Gaps in faculty expertise to deliver academic programs are rare, and are more a function of recruitment delays. Many of our programs have single lead full-time faculty and are heavily dependent upon adjuncts for total program delivery. We are instituting a resource reallocation plan for faculty vacancies coming open. But the identity of the position is already do limited, we do not have much room for realignment without elimination of programs. Depending on the program area or discipline, we have a difficult time recruiting locally and an added difficulty in attracting those who are not familiar with a subarctic environment, or have significant others who are not pleased with the prospect of living in Alaska. This is only compounded as one recruits for positions located at campuses off the road system. Retention of newer faculty is made more difficult by the nature of having to hire term assistant professors on grant funds as opposed to tenure-track professors with a stronger commitment to place or program development.

* 1. Faculty Qualifications

Briefly describe the qualifications of the unit’s faculty (e.g., all tenure-track faculty have a Ph.D. and all non-tenure track instructors and part-time faculty have at least a master’s degree. Please refer to the tables in Section II.). The instructor approval process involves those colleges and schools charged with oversight of course designators we consider external to CRCD. The large number of term professors presents a problem in operating effectively in terms of sustained university service and systemic program development.

* 1. Graduate and Undergraduate Teaching and Research Assistants

CRCD has one research assistant, and even so, it is really mislabeled, as the college does not have a research program in the traditional sense of the definition. See <http://www.uaf.edu/pair/metrics.html> for official numbers.

* 1. Collective Bargaining

CRCD has employees covered in all represented classes, working through four collective bargaining agreements, with UAFT being the predominant Collective Bargaining Agreement (CBA) grouping.

1. Academic Advising

Describe academic advising for students in your programs:

CRCD utilizes faculty and staff advisors at all six (6) campuses; Bristol Bay, Chukchi, Interior Aleutians, Kuskokwim, Northwest and Tanana Valley. Each campus has faculty and staff advisors. Staff advisors focus on incoming first-year students and departmental faculty advisors assist students with program specific courses. Campuses provide students with a one-stop student service experience. In addition, all the campuses advise students in corroboration with Rural Student Services Advising Center and Tanana Valley Campus Student and Assistance Advising Center. Both Centers are located in Fairbanks, Alaska and work closely with UAF Fairbanks Campus to meet students’ needs as appropriate (<http://www.uaf.edu/catalog/>). Performance-based budgeting reallocations have most recently been applied to bringing grant-funded student advising personnel over to general fund to underscore the importance of advisor roles. Faculty are the primary advisors for all program-related oversight. We rely heavily on staff because most campuses close during the summer months, students often come to a campus when the single faculty member is teaching or otherwise unavailable, or the student will not know where to find the faculty member and relies on staff to initiate that conversation.

Bristol Bay Campus: <http://www.uaf.edu/bbc/services.html>

Chukchi Campus: <http://www.uaf.edu/ruralss/>

Interior Aleutians Campus: <http://www.uaf.edu/iac/students.htm>

Kuskokwim Campus: http://www.bethel.uaf.edu/index\_files/Page1762.html

Northwest Campus:

http://www.nwc.uaf.edu/index.php?option=com\_content&task=section&id=8&Itemid=26

Tanana Valley Campus: http://www.tvc.uaf.edu/student/index.html

1. Co-curricular Activities and the Learning Environment

Tutorial:

* The Tanana Valley Campus offers a wide variety of academic support including but not limited to math lab, English skills/writing center, and computer lab in the TVC learning center. <http://www.tvc.uaf.edu/lc/index.html>
* Rural Student Services provides academic support for subjects including but not limited to science, engineering, math, education, psychology and writing/English skills. Each subject is tutored by a student and has its own appointed time in the RSS Gathering Room.
* Interior-Aleutians Campus offers tutoring services to students in the Reach to Teach program: <http://www.uaf.edu/iac/projects.htm>
* Northwest Campus in Nome offers tutoring services to students who are facing challenges in their academics: <http://www.nwc.uaf.edu/index.php?option=com_content&task=category&sectionid=8&id=24&Itemid=26>
* The Developmental Education Department offers a wide variety of tutoring services including but not limited to math, reading, writing, and study skills.

<http://www.nwc.uaf.edu/index.php?option=com_content&task=category&sectionid=8&id=24&Itemid=26>

Peer Mentors:

* Rural Student Services provides a mentor project to incoming first year, first generation, low income students from rural Alaska. These “at risk” students are paired up with a sophomore or a junior and have the opportunity to share challenges and successes with each other through the first year students’ first semester. This project began Fall 2008.

Student clubs:

* Rural Student Services provides support and advocacy for several Alaska Native clubs at UAF: <http://www.uaf.edu/ruralss/clubs/>

Learning environment:

* Tanana Valley Campus houses the TVC Learning Center. Below is the link to understand what the center does to assist students: <http://www.tvc.uaf.edu/lc/index.html>.

Center for Distance Education

* The CDE staff advisor is a half-time position at present that serves all students who enroll in CDE courses (over 4,000/year) as well as many students who are enrolled in other online programs at other campuses, MAUs, and institutions. The student population is extremely diverse including military students and spouses, university employees and dependents, rural and native Alaskan students, transfer students, international students, transitioning and non-traditional students, and high school students.  Students are non-degree or degree-seeking at all levels from first-time freshman to graduate level to continuing education. The type of advising done is primarily academic, with some career and developmental advising. The advisor also consults with advisors from UAF main and rural campuses as well as other MAUs. The advisor works closely with CDE faculty to pro-actively contact students, as well as maintaining relationships with many student service offices at multiple campuses.
1. Libraries, Information Resources, and Collections

List and briefly describe libraries, information resources, or special collections held by the unit and briefly describe access policies: Beyond the libraries located on the Fairbanks campus, the Kuskokwim Campus in Bethel has a consortium library with the city of Bethel on campus that provides public access hours as well as local instructional support. Northwest Campus in Nome has a library accessed from the building main entrance and lobby, with an average attendance of 75 students per day. The Chukchi Campus is in collaboration with the city of Kotzebue.

1. Institutes and Centers

Center for Distance Education: <http://distance.uaf.edu/>.

1. Collaborations

List and briefly describe teaching, research, or service collaborations your unit has with other internal or external units or institutions: Along with the UA Allied Health consortium, CRCD also manages the interchangeable ethnobotany certificate with the biotechnology and bioprocessing degree option at Windward Community College as part of the University of Hawaii through the Alaska Native/Native Hawaiian collaboration sponsored by USDA.

Center for Distance Education

* 1. iTeach, iTeach2, iTeach Express
		1. Flagship of faculty development in distance education providing intensive, personalized, practical faculty development in teaching and learning technology and pedagogy
		2. Approximately 200 faculty members from every region of the state have participated
		3. Offered numerous times per year
	2. iDesign
		1. Collaborations with other instructional designers from within UA and other educational and vocational institutions throughout Alaska
		2. Face-to face workshops, ElluminateLive! Web conferencing and audio conferencing
		3. Explore topics that affect philosophy, process and production of curriculum for higher education
		4. Offered periodically: 2005, 2006, 2008
	3. Gaalee’ya Workshop with CRCD Interior Aleutians Campus (STEM) <http://oer.uaf.edu/commons/GaaleeyaWorkshop/HomePage>
	4. USDA Cooperative Extension Service
		1. ENGAGE website development - <http://engage.uaf.edu/>
		2. Development of food preparation modules - <http://www.uaf.edu/ces/preservingalaskasbounty/>
	5. State of Alaska Department of Corrections
		1. Workplace & Community Transition Training for Incarcerated Youth Offenders
		2. Provide  annual stats for Alaska Department of Corrections: enrollment status, completions, grades
		3. work with education counselors in state and nationally to promote/provide academic success for incarcerated students
	6. Alaska Virtual Schools Working Group - coordinated by the Alaska Department of Education and Early Development
	7. WCET Conference – CDE staff chairs Innovative Tools and Applications strand
	8. Open Education2010 International Conference – CDE staff on Program Committee
	9. ASTE (Association for Science Teacher Education) – Pre-conference workshop in partnership with UA Office of Information Technology
	10. UAF TechFest 2009 – presentations
	11. Testing/Examination and proctoring services for all UA campuses and external educational institutions and accreditation groups
1. Financial Resources and Expenditures

University of Alaska Fairbanks, College of Rural and Community Development (CRCD) has a diversified revenue base. Actual general fund budget was $22.8 million, or 15.3% of the actual general fund budget received by the university. General Funds (GF) include: GF/State, GF/Match and Voc Tech. FY09 Mental Health Trust Receipts were received as UA Intra-Agency Receipts. GF totals also include reserves and contingencies and UAF D/S/A Tuition Waivers that roll central for management purposes.

Financial information reflects actual revenues received by the college for Fiscal Year 09 or July 1, 2008 to June 30, 2009. Funding provides college wide support for administration, six community campuses, departmental units and statewide programs:
/Community Campuses/
  \* Bristol Bay Campus
  \* Chukchi Campus
  \* Interior-Aleutians Campus
  \* Kuskokwim Campus
  \* Northwest Campus
  \* Tanana Valley Campus
/Statewide Units/
  \* Cooperative Extension Service
  \* Center for Distance Education and Independent Learning
  \* UAF-based Rural Student Services and Rural Alaska Honors Institute
/ Statewide Programs/
  \* Alaska Native and Rural Development
  \* Early Childhood Education
  \* Health Programs
  \* Development Education

Unrestricted funds include; general fund, student tuition & fees, indirect cost recovery, U of A receipts, UA intra-agency transfers and auxiliary receipts. Restricted funds include; Federal, State and Other, and are grant awards received from specific agencies for programmatic purposes. Funds donated through UA Foundation are reported under U of A receipts both unrestricted and restricted.

CRCD generated $10.3 million in tuition and fee revenue, or 20% of total revenues. 74% of the total number of students who enrolled in the UAF system during the 2008-2009 academic year, enrolled in at least one class in the CRCD and 49% of the total number of students who enrolled in the UAF system during the academic year enrolled in the CRCD only.

In-kind revenue includes local, regional and statewide arrangements that benefit the college and students enrolled. Examples include use of classroom space, funding of an instructor salary and travel to teach a specific course or volunteer time. This support also includes “non-traditional” student support. An example is an organization which directly funds a student (who is also an employee) to attend an intensive session outside the student’s village. The student often continues to receive payment for work while attending class. The in-kind category uses the best estimate available to account for a dollar amount to report in this category. In-kind is recorded on a more academic year basis, from September 1st through August 30th.
The 2009 Fall Financial and Performance Review reports are available on the web at:
<http://www.uaf.edu/files/adminsvc/Wednesday%20Final.pdf>.
Source: UA Banner SystemYou will find the summarized version of the CRCD budget looking at the above link and going to the downloadable spreadsheet of the college. Another link looks at the overall university budget with the CRCD college allocations throughout various sections:

<http://www.uaf.edu/finsvcs/budget-cost-records/budget-information/>.

1. Facilities and Equipment

(http://www.uaf.edu/mastplan/community.html)

Center for Distance Education

1. Facility space at 2175 University Avenue
	* 1. Approximately 12,130 square feet
		2. Office and administrative, conference and video conferencing, examination center, break and storage, training center.
2. Information Technology
	* 1. Examination Laboratory Terminals
		2. Mobile Lab (15 Mobile Laptops)
		3. File/Print servers
		4. VoIP-SIP Servers - 28 IP enabled phones
		5. eFax (IAX) Server - (Faculty and Staff efax services)
		6. Web/HTTP (Student, faculty and community websites, Streaming Media, blogs)
		7. Virtual Simulations-OpenSIM
		8. LiveChat server
		9. Tandberg Video Conference Equipment
		10. For equipment see attached Excel file: CDE Equipment Inventory 100212.xls
3. Training Facilities
	* 1. Video Conferencing Room (25 Seats)
		2. Training Center - under construction (25 Seats)
		3. Exam Laboratory (15 seats)
4. Public service and community engagement highlights

CRCD VC’s Office produces the annual report on partnerships and campuses: (http://www.uaf.edu/rural/about/CRCD-YR2010-Final-Version.pdf)

* American Heart Association Heart Walk – For the past four years, CRCD has been involved in raising funds and awareness for the American Heart Association’s Heart Walk campaign. The CRCD team averages approximately $2,000 in donations each year, with contributions from all of our service areas. The Northwest Campus staff and faculty have also conducted their own Heart Walk at the local track so they could walk in solidarity with Fairbanks staff.
* Adopt-A-Family Program – For the past four years, the CRCD Vice Chancellor’s Office has actively participated in the Adopt-A-Family Program sponsored by Love, INC. The program connects the CRCD Vice Chancellor’s Office with a local family in need during the Christmas holiday season. Staff members then receive a ‘need and wish list’ from the family. Staff then donate funds/items and purchase, wrap and deliver gifts to the ‘adopted’ family.

Chukchi Campus

* The Chukchi Campus has partnered with the Northwest Arctic Borough through our university partnership HUD grant to build the Sulainich Artist Center in Kotzebue. This economic development project has allowed for a safe workshop environment for artists and also creates a means for purchasing locally produced art, which is then sold to the public.
* Using Title III funds, the Chukchi Campus has partnered with the Alaska Technical Center, the Kotzebue Electric Association and the Northwest Arctic Borough Economic Development Department to develop an alternative energy lab.

Tanana Valley Campus

* Tanana Valley Campus Law Enforcement Academy students provided volunteer security service to the Festival of Native Arts, March 4-6, 2010.
* Tanana Valley Campus celebrated National Career and Technical Education month by co-sponsoring the family-friendly Career-Tech Expo with the Fairbanks North Star Borough School District on February 20, 2010.
* The Tanana Valley Campus Culinary Arts first-ever Baron H. Galand Knowledge Bowl Team traveled to the American Culinary Federation (ACF) Western Region Conference in Albuquerque, February 4-9, 2010. The five student competitors participated in the conference and also represented Alaska and UAF in the Jeopardy-style knowledge-based culinary competition.

Bristol Bay Campus

* The Bristol Bay Campus participated in the Bristol Bay Energy Summit on October 8-10, 2009. The Summit was organized by the Bristol Bay Native Association, with the theme of ‘Energy Efficiency: The First Step to Renewable Energy’.
* The Bristol Bay Campus will host a Youth Leadership Symposium April 29-May 1, 2010 for high school students in the Bristol Bay region. The theme of the symposium is ‘Leadership for Tomorrow: Mind, Body and Spirit’ and will provide participants with knowledge of leadership skills and qualities.

Interior-Aleutians Campus

* I-AC’s Tribal Management Program provides community outreach and training related to Tribal Court Development and Wellness projects. This effort is in response to the needs of Alaska Tribal Governments as they work with important issues in their communities, such as child protection, community violence and juvenile delinquency. This public service activity reaches over 1,000 people per year, primarily from 100 Tribal communities.
* Interior-Aleutians Campus, in partnership with the Interior Regional Housing Authority, will soon renovate the Gaalee'ya Spirit Camp near Nenana. Howard Luke, the caretaker and owner of the camp facility, received the esteemed Light of Hope Award in 2008 for his work with at-risk youth. The camp renovation will allow Mr. Luke to offer the camp to more youth and provide increased opportunities for youth success.

Kuskokwim Campus – Awaiting Info open the file from Mary Pete and add information here

Northwest Campus

* Northwest Campus student services staff participated in “I Know I Can’ Day t Nome Elementary School. This program is designed to introduce younger students to the idea of going to college.
* Northwest Campus student services staff will participate in several career fairs in the Bering Straits region in March 2010. They will also host a College Goal Sunday Outreach activity in Savoonga in April. Previous College Goal Sunday activities were held in Nome, Unalakleet, Wales, Shishmaref and Gambell.

Center for Distance Education

1. Tanana Valley Fair – yearly presence
2. College Fairs to promote early college participation from secondary students across Alaska
3. Iditarod Trail Sled Dog Race – CDE hosted checkpoint in Manley Hot Springs
4. Free test center and examination proctoring for students not attending UA campuses to allow them to complete academic goals, examples: Brigham Young University, Louisiana State University, Rio Salado, Harvard Extension, Excelsior
5. Open Educational Resources - CDE is committed to producing and sharing open educational resources. We currently have a handful of courses for which content is freely available online, open to the general public. More open education resources are in development. Visitors may use these resources to enhance their own personal learning. They do not receive feedback from an instructor or receive university credit for completing the material unless they register for the course
6. Research, Scholarship, and Creative Activity highlights

Briefly describe two to five significant scholarly activities in your unit. Beyond DANRD, and ANS, this will be from Ralph and Jordan.

 Center for Distance Education

1. Visiting scholars program – hosted experts in distance education and multicultural education from US, Australia, Lebanon and Fiji
2. Conferences *(only listed more recent conferences; is this supposed to cover everything over the past five years??)*

February 2009 – Phoenix, AZ - A merican Meteorological Society 18th Symposium on Education

* + - 1. Poster Paper - "The Importance of Online Ocean Studies for Circumarctic Communities"

June 2009, Orem UT - Teaching with Technology Idea Exchange (TTIX)

* + - 1. Invited Keynote address: "From Plato to Perl: the Problem of Sociality and the 'Idea'"

August 2009 – Vancouver, BC - Open Education 2009

* + - 1. Conference organizing committee

September 2009 - Juneau, AK - American Academy of Arts & Sciences Alaska Division Conference

* + - 1. Facilitated a distance education strand
			2. Facilitated panel discussion – Perspectives – What’s Next for Distance Science Education
			3. Presentation: "Re-thinking Lab Science for 21st Century Learners"
			4. Presentation: "3-D Virtual Worlds as a Teaching and Learning Tool"

October 2009 - Denver, CO - WCET Annual National Conference

* + - 1. Presentation: "Closing the Gutenberg Parenthesis"
			2. Presentation: "Are we in the Right Sandbox?”
			3. Presentation: "Second Life and Social Networks: Permeable Worldware Everywhere"

January 2010 - Atlanta, GA - American Meteorological Society Meeting

* + - 1. Poster Paper: "The AMS Online Ocean Studies Program at the University of Alaska Fairbanks"

March 2010 – Valdez, AK Lilly Arctic Institute on Innovation & Excellence in Teaching (accepted)

* + - 1. Invited Keynote: "What's Mine is Ours: Open Education and the Intellectual Property Prison"
			2. Group leadership: "Get Your Hands on Something New: Technology Gadgets for Educators"
1. **Unit Responses - This information will be used by the accreditation steering committee in drafting UAF’s responses to the standards.**

**Student Rights and Responsibilities (Standards 2.A.13 – 2.A.15):** CRCD follows UAF policies and procedures regarding student rights and responsibilities.

**Human Resources Policy and Procedures (Standards 2.A.16 - 2.A.18):** CRCD follows all UAF human resource policies and procedures. We have added staff and taken on a significant amount of HR processing due to the high volume of hires.

**Institutional Integrity (Standards 2.A.19 - 2.A.24):** CRCD consistently follows procedures that lend themselves to institutional integrity.

**Academic Freedom (Standards 2.A.25 – 2.A. 27):** Individuals with teaching responsibilities present scholarship accurately and objectively and identify their personal opinions as such. Our faculty are keenly aware of academic freedom issues and concerns.

**Human Resources (Standards 2.B.1 – 2.B.6)**:

1. Faculty Qualifications, Numbers, and Evaluation
2. Faculty Profile (not provided for public website)
3. Faculty Evaluation Summary (not provided for public website)
4. Staff Numbers, Position Descriptions, and Evaluation
5. Staff Summary

Assess your unit’s support staff in terms of numbers, distribution among departments, and balance in workload distribution:

The current number of staff represents an efficient number to support programs and activities. We are currently providing additional training in safety, search committee conduct and composition, and professional development. Grants have added significant numbers of student advising staff, and we are moving many of those to general fund support using internal reallocation. A weakness continues to be in systematic evaluation of staff, as discovered in the accreditation table report. We are addressing this weakness.

1. Position Descriptions

Assess whether staff position descriptions accurately reflect current duties, responsibilities, and authority of the position. We constantly update position descriptions to provide a more accurate account of the work performed as the requirements in different areas evolve. Where we have submitted revised position descriptions and those have not been approved by UAF Human Resources, we supply additional documentation and rationale or request a parallel step increase for recognition in increased duties.

1. Staff Evaluation Summary

UA Board of Regents Policy P04.07.030 requires that “…each employee will be evaluated annually and written evaluations will be used as a basis for personnel actions.” In addition, the new accreditation standards (2.B.2) state that “staff are evaluated regularly.” Table 4.4 lists all staff, their primary department (TKL), and the date of their last performance evaluation. For those in our unit who have not been evaluated, we are arranging for their evaluation.

**Educational Programs (Standards 2.C.1 – 2.C.19)**

* 1. Program Review

Please refer to the Provost Office website.

* 1. Publishing Expected Outcomes

Outcomes are posted on the web and printed in a student handbook or brochure for majors. Syllabi submitted for approval through Faculty Senate contain learning outcome objectives.

* 1. Assessment Plans

Provide an updated outcomes assessment plan for each certificate and degree program: <http://www.uaf.edu/provost/outcomes/example_plan.html>. Note that in the “Implementation” column when addressing the “who,” the accreditation standards indicate that “faculty with teaching responsibilities take collective responsibility for fostering and assessing student achievement of clearly-identified learning outcomes (Standard 2.C.5).” Please ensure that this expectation is met and described in your assessment plan.

* 1. Outcomes Assessment Summary

Complete a copy of Table 4.1, describing the implementation and results of your outcomes assessment process for each certificate and degree program offered by your department/unit. The information collected, conclusions drawn, and curricular changes made must be clearly connected. If you offer certificate or degree programs by distance delivery or at multiple locations, provide evidence and assess whether all of your students achieve the same learning outcomes. Describe how assessment outcomes are used in program and institutional planning and how the results of student learning assessments are made available to appropriate constituencies, such as advisory boards, in a timely manner. Pete is asking for updates to this report. This area was a serious weak link last time. (Review the midterm report from the association.) We may face the same problem, with more severe penalties this time around, if we are not proactive.

**Student Support Resources (Standards 2.D.1 – 2.D.13)**

1. Accuracy of Publications

UAF and unit publications that describe educational programs must include accurate information on national and/or state legal eligibility requirements for licensure or entry into an occupation or profession for which education and training are offered. They must also describe unique requirements for employment and advancement in the occupation or profession.

1. Academic Advising

Describe how your unit evaluates your system of academic advising to support student development and success. Are academic advisors in your unit knowledgeable of the curriculum, program requirements, and graduation requirements? Are they adequately prepared to complete their responsibilities? How do you know?

1. Please comment on unit perceptions concerning student, faculty, and staff opportunities for input regarding auxiliary services such as student housing, food services and the bookstore.

 Kuskokwim Campus in Bethel operates Sackett Hall, a 38-bed dormitory with three-meals per day food service. A student handbook outlines costs, services, and expected standards of behavior. Staff meets regularly with students and a campus wellness coordinator provides counseling as required (for alcohol and drug violations) and requested.

**Library and Information Resources (Standards 2.E.1 – 2.E.4)**

1. Access to Resources

Assess the access to library and information resources with respect to currency, depth, and breadth to support the unit’s programs and services wherever offered and however delivered:

The KuC Consortium Library offers access to all of the distance services from UAF Rasmuson Library.

1. Training Opportunities

Assess training and support opportunities for students, faculty, and staff to enhance their effectiveness and efficiency in obtaining, evaluating, and using library and information resources related to programs and services, wherever offered and however delivered: The library at Kuskokwim Campus is also staffed by a librarian who is faculty and teaches the core library research course.

CRCD campuses provide face-to-face and/or audio conference library and research courses. The Rasmuson Library provides links to special information on copyright, fair use, and TEACH Act. The library also has a one-on-one reference librarian, small group instruction in library use and materials research, course-related instruction for faculty, a new faculty orientation, class and instructional resources.

**Financial Resources (Standards 2.F.1 – 2.F.8)**

1. Describe how your unit’s resource and development plans include realistic budgeting, enrollment management, and responsible projections of grants, donations, and other non-tuition revenue sources. Cecelia.
2. Does UAF clearly define and follow its policies, guidelines and processes for financial planning and budget development? Do these policies, guidelines, and processes include opportunities for participation by its constituents? Cecelia
3. How does your unit participate in the capital budget planning process? Cecelia
4. Describe unit fundraising (development) activities. How does your unit ensure that these activities are conducted in a professional and ethical manner and comply with governmental requirements? Cecelia and others.

**Physical and Technical Infrastructure (Standards 2.G.1 – 2.G.7)**

1. Equipment Condition and Adequacy

Assess the quantity, quality, and condition of equipment used to support the unit’s goals and intended outcomes of programs and services:

1. Condition and Adequacy of Facilities

Kuskokwim Campus physical plant has undergone extensive renovation and remodeling since 2005, funded by Title III renovation grants and state capital funds. It has another and final year of work scheduled to complete use of appropriated funds. Sackett Hall, the 38-bed dormitory, and the Yupiit Piciryarait Cultural Center both need renovation and repair. Grant funds for these facilities are difficult to obtain, therefore neither has had adequate attention. The YPCC has suffered increasing glycol leaks, needs exterior paint, and a public restroom in the Library to allow the remainder of the facility to be closed off and secured during extended library hours. Sackett Hall windows were replaced last summer with CIP funds, but the antiquated bathrooms, broken refrigerators and cooking ranges in the rooms need repair and replacement. Title III monies were also responsible for updates and code corrections for the various learning centers of Interior-Aleutians Campus. The state has appropriated a renovation of the Tanana Valley Campus Center by providing a new skin to the four-story building, completed October, 2009, bringing the R-value of insulation up from 4 to 36, resulting in a substantial utility savings.

1. Hazardous or Toxic Materials

All employees are required to have training in OSHA-approved training in hazard communications, materials handling, and office/physical plant conditions related to slips, trips and falls before being assigned to a workstation. Over 90% are compliant, including those already working at the first implementation of this policy.

1. Technical Infrastructure:

TVC employs a three-person crew to update and refurbish labs and provide technical support for faculty and multiple computer labs.

Computers for Kuskokwim Campus labs and traveling laptops are in constant need of upgrade and maintenance. Classroom tables and chairs sustain heavy use and wear.

Center for Distance Education has twelve physical and six virtual servers, running Linux and Windows Network operating systems in a TCP/IP environment ona gigabyte backbone. CDE is the only current user of VOIP at UAF using IP phone, workstations and mobile netbook.

There is a tech refresh program for labs and staff equipment throughout the college.

1. Technology Training
	1. Professional Development available through UA
		* 1. Books24x7, ITPro, Office Essentials
		1. Skillsoft
			1. Desktop Curricula
			2. Desktop Certifications
			3. IT Professional Curricula
			4. IT professional Certifications
			5. Express Guide
			6. Test Prep
			7. Netq
	2. Professional Development available through UAF campus
		1. Rural Sites Training Conference
		2. OIT Training Center
			1. Banner Navigation
			2. Adobe
			3. Blackboard (courses and drop-in support)
			4. Dreamweaver
			5. EDIR
			6. HTML
			7. Google Apps for Education (courses and drop-in)
			8. MS Office
			9. Peregrine Service Center
			10. Roxen
			11. **T**ool f**O**r **A**pplication **D**evelopment (TOAD courses and drop-in support)
			12. Classroom Technology (e.g. Smartboard)
			13. Desktop systems (e.g. Effective Use of Macintosh)
		3. OIT Support Center
			1. Online Training Documents
				1. Banner related
				2. Roxen Content Management System
				3. Blackboard Version 8
				4. Enterprise Directory
				5. MyUA (University of Alaska portal)
			2. Help Desk Online Documentation
				1. Citrix
				2. Email client configuration
				3. Ethernet
				4. Faculty and staff web space
				5. Secure FTP
				6. Secure Shell
				7. Symantec Antivirus
				8. Vista Plus Decision Support
				9. VPN
				10. Help Desk FAQ’s
				11. Root Cause analysis archive
			3. Audio Conferencing Support – links to Encounter Collaborative
				1. User Guides
				2. System updates
				3. FAQ’s
			4. On-campus Help Desks
				1. West Ridge
				2. Rasmuson Library
		4. Vendor Sites
			1. Elluminate
			2. Endnote
	3. Technology Listservs –(many)
	4. Professional Development provided internally to CDE staff
		1. New hardware technologies being piloted by CDE Instructional Design Team (e.g., Kindle)
		2. New software, Internet technologies and Internet resources pertinent to developing and delivering online learning (e.g., SecondLife, HippoCampus)
	5. Professional development provided by CDE for others in UA system
		1. iTeach, iTeach2, iTeach Express
			1. Flagship of faculty development in distance education providing intensive, personalized, practical faculty development in teaching and learning technology and pedagogy
			2. Approximately 200 faculty members from every region of the state have participated
			3. Offered numerous times per year
		2. iDesign
			1. Collaborations with other instructional designers from within UA and other educational and vocational institutions throughout Alaska
			2. Face-to face workshops, ElluminateLive! Web conferencing and audio conferencing
			3. Explore topics that affect philosophy, process and production of curriculum for higher education
			4. Offered periodically: 2005, 2006, 2008
		3. Technology training by request
			1. Hardware (e.g., recording audio for online use)
			2. Software/Internet resources (e.g., Audacity, SecondLife for BBC)
	6. Information Technology policies
		1. Acceptable use of online resources
		2. UA Board of Regents policy on Information resources
		3. UA policy for partisan political activities and UA resources
		4. Web guidelines
2. Technical Infrastructure Planning

Frequent discussions with Office of Information Technology staff occur to discuss Banner, Blackboard, ELive, and other online support structure planning.

**UNIVERSITY OF ALASKA FAIRBANKS**

**Student Learning Outcomes Assessment Plan**

Fill in: << Certificate or Degree Program >>

Fill in: << Date >>

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| **Expanded Statement of****Institutional Purpose** | **Intended Objectives/Outcomes** | **Assessment Criteria and Procedures** | **Implementation(what, when, who)** |
| **MISSION STATEMENT:****GOAL STATEMENT:** |  |  |  |
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| Table 4.1 Outcomes Assessment Implementation Summary |
| Complete a separate table for each degree and certificate program (will be updated through 2009-10 for Accred.) |
|  | Academic Year |
| **2006-07** | **2007-08** | **2008-09** |
| **Assessment information collected** | *1) survey of graduates 2)CPA exam* | *1) advisory council interview of graduates* |  |
| **Conclusions drawn from the information collected above and how are faculty collectively involved in drawing conclusions** | *1) 97% employment* *2) 100 % pass rate* | *1) oral skills need improvement* |  |
| **Curricular changes resulting from conclusions drawn above** | *none* | *1) additional oral presentations included in AIS 310* |  |

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| **Table 4.2 Faculty Profile** |
| **Name1** | **Rank Or Position2** | **Full Time Or Part Time3** | **Location** | **Status Of Affiliation With Department4** | **Highest Degree 5 and Professional Licenses** | **Years of Faculty Experience at UAF** | **Total Years of Faculty Experience6** |
| *Dana Thomas* | *Professor* | *FT* | *Fairbanks* | *100% Math* | *Dr* | *19* | *19* |
| *Jim Massa* | Lecturer | *PT* | *Fairbanks* |  | *M* | *2* | *5* |
| *Ima Star* | *Assistant Prof.* | *FT* |  | *50% Math & 50% SOE* | *Dr* | *1* | *3* |
| *Greg Goering* | *Professor* | *FT* |  | *1 course 99-00* | *Dr* |  |  |
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1 Please include every faculty member who has an appointment in your department/unit, or has taught a course or served as chair of a graduate committee in your programs in 2008-09 and 2009-10 – do not list TAs here

2 rank or position include professor, associate professor, assistant professor, instructor, visiting professor (permanent tenure track position elsewhere), lecturer (term position, adjunct), research professor, research associate professor, research assistant professor, emeritus faculty, affiliate faculty, and staff who teach.

3 FT = full time at UAF, PT = part time at UAF

4 Identify percent time allocation or function to department

5 Please use Dr for any doctorate, M for MS, MA, MFA, MBA, etc., B for BA, BS, BBA, etc, and <Bach for less than baccalaureate.

6 Total years of faculty experience includes all faculty rank in temporary, visiting, tenure-track, or tenured positions at all institutions including UAF

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| **TABLE 4.3 Faculty Evaluation Record** |
| **Name****Tenure-track faculty and term faculty (>50%) only** | **Rank** | **Academic Year Of Last Evaluation** | Type of Evaluation |
| **Annual Activities Report\*** | **4th Yr. Comp. Review\*\*** | **Promotion** | **Promotion And Tenure** | **Post-Tenure** |
| *Ima Star* | *Professor* | *2008-09* |  |  |  |  | *x* |
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\* the Annual Activities Report is submitted by the faculty member to the dean or director: it is included in the faculty's file for Promotion/Tenure/Post-Tenure Review

\*\* this column applies to United Academics faculty only; ACCFT faculty should respond N/A.

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| **TABLE 4.4 Staff Performance Evaluation Record** |
| **Name** | **Position** | **Department or Division** | **Academic Year Of Last Evaluation** |
| *Ima Admin* | *Admin. Generalist 4* | *Math* | *2008-09* |
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