Administration

Effective: 03/20/2017

Joshua Biackinella  
Campus President  
Anchorage  
Wasilla – a learning site of Anchorage  
ADA Coordinator

Michelle Mueller  
Director of Admissions  
Anchorage

Janice Floyd  
Dean of Nursing  
Anchorage

Jill James  
Chancellor  
Anchorage  
Wasilla

Joel Nelson  
Vice President of Academic Operations

Marilyn Lim-Carreon  
Director of Career Services

Tracy McClenathan  
Director of Retention

Melinda Renteria  
Director of Enrollment Processing

Matthew Jaques  
Corporate Librarian

For education related questions, please see any member of the education team labeled below as a “Program Manager” or “Lead Instructor”.

Faculty

Gardner, Treg - Program Manager  
Campus: Anchorage  
Subject: Business Office Administration, Computer Information Systems, Computer Networking Systems, Computer Technician, Criminal Justice, Paralegal Studies  
M.S., University of Phoenix, Computer Information Systems; B.S., University of Phoenix, Information Systems

Green, Mark - Program Manager  
Campus: Anchorage  
Subject: Heating, Ventilation, Air Conditioning, and Refrigeration, Welding  
M.Ed., Lesley University; B.S., University of Nevada, Business Administration

Hagopian, Dawn - Program Manager  
Campus: Anchorage  
Subject: Accounting, Applied Technology, Business Administration, General Education, Hospitality, MBA  
Ed.D., North Central University, Instructional Leadership; M.S., Portland State University; Conflict Resolution; B.S., University of Phoenix, Business Administration

Helzer, Dawn - Program Manager  
Campus: Anchorage, Wasilla  
Subject: Medical Assistant  
B.S., Charter College-Anchorage, Health Care Administration; A.A.S., Columbia Basin College, Medical Assistant

Ruiz, Christy - Program Manager  
Campus: Anchorage, Wasilla  
Subject: Student Success  
M.B.A., Everest University, Human Resources; B.S.B.A., California State University-San Marcos, Management/Marketing; A.A., North Idaho College, Psychology

Tremblay, Larry - Program Manager  
Campus: Anchorage, Wasilla  
Subject: Allied Health, Health Care Administration, Medical Office Administrative Assistant  
M.A., Georgia Southern University, English; B.A., Western Carolina University, English

The Catalog Supplement is part of the Catalog & Student Handbook Page 2 of 16  
Anchorage, AK  
Wasilla, AK – a learning site of Anchorage
Faculty

**Ackerman, George** - Adjunct Instructor  
Subject: Business Administration  
Campus: Anchorage  
Ph.D., Capella University, Criminal Justice; J.D., Nova Southeastern University, Law; M.B.A., Nova Southeastern University, Business; M.S., Nova Southeastern University, Criminal Justice; B.A., Nova Southeastern University, Criminal Justice

**Adams, Koenraad** - Adjunct Instructor  
Subject: Computer Information Systems  
Campus: Anchorage  
M.B.A., Indiana University, Business Administration; B.S., Ferris State University, Computer Information Systems

**Alonzo, Zoila** - Adjunct Instructor  
Subject: Health Care Administration  
Campus: Anchorage  
M.D., University of Santo Domingo, Medicine

**Ampong, David** - Adjunct Nursing Instructor  
Subject: Nursing  
Campus: Anchorage  
M.S.N., Aspen University; B.A., Anna Maria College, Health Science; A.S., Becker College, Nursing

**Asinugo, Ike** - Adjunct Instructor  
Subject: Computer Information Systems  
Campus: Anchorage  
M.S., University of Maryland-University College, Technology Management; B.S., Virginia Commonwealth University, Information Systems

**Askman, Donna** - Adjunct Instructor  
Subject: Student Success  
Campus: Anchorage  
B.M., University of Wyoming, Music Education; A.A., Eastern Wyoming College, Psychology

**Au, Angela** - Adjunct Instructor  
Subject: Marketing  
Campus: Anchorage  
D.B.A., Walden University, Marketing; M.B.A., University of Phoenix, Global Management; B.A., Seattle University, Communications Studies

**Bard, Paul** - Adjunct Instructor  
Subject: Computer Information Systems  
Campus: Anchorage  
M.S., Baker College, Information Systems; B.S., University of Phoenix, Information Technology

**Bass, Brandon** - Adjunct Instructor  
Subject: Computer Information Systems  
Campus: Anchorage  
D.C.S., Colorado Technical University, Computer Science; M.S., Colorado Technical University, Systems Engineering; B.S., California State University-Fullerton, Computer Science

**Bess-Orr, Shalon** - Adjunct Instructor  
Subject: Medical Assistant, Medical Office Administrative Assistant  
Campus: Anchorage  
Diploma, National School of Technology, Medical Assistant

**Brassell, Renee** - Full Time Nursing Instructor  
Subject: Nursing  
Campus: Anchorage  
M.S.N., Liberty University; B.S.N., Liberty University
Faculty

Brooks, Thomas - Full Time Instructor
Subject: General Education
M.A., American Public University, American, History; B.A., University of Alaska-Anchorage, History; B.S., Portland State University, Economics; B.A, Multnomah University, Biblical Literature

Burke, Holly - Adjunct Instructor
Subject: General Education
M.A., Chapman University, Counseling; B.A., University of San Diego, Communication

Campbell, Brian - Adjunct Instructor
Subject: Business Administration, Student Success
M.A., Lincoln Christian University, Ministry; M.A., St. Xavier University, English; B.A., St. Xavier University, English

Cardillo, Deborah - Adjunct Instructor
Subject: Allied Health, Medical Assistant, Medical Office Administrative Assistant
M.B.A., Colorado Technical University, Health Care Administration; B.S., Colorado Technical University, Business Administration, A.A.S., Colorado Technical University, General Studies

Carrau, Jacqueline - Adjunct Instructor
Subject: Computer Information Systems
Ph.D., University of the Incarnate Word, Organizational Leadership; M.S., St. Mary's University, Computer Information Systems; B.B.A., St. Mary's University, Management Information Systems

Cawyer, Janet - Assistant Director of Nursing
Subject: Nursing
M.S.N., University of Phoenix; B.S.N., University of Phoenix; A.A.S., Northeastern A&M College, Nursing

Chairse, Terri - Full Time Nursing Instructor
Subject: Nursing
M.S.N., University of Phoenix; B.S.N., University of Phoenix; A.A.S., South Suburban College, Nursing

Chancey, Kimberly - Lead Instructor
Subject: Applied Technology
M.S., University of Alaska, Engineering and Science Management; B.S., University of Texas, Electrical Engineering

Chipman, Patrick - Lead Instructor
Subject: Welding

Christopher, David - Adjunct Instructor
Subject: Marketing
B.A., Rice University, Geology; B.A., Rice University, Psychology; Certificate, Southern New Hampshire University, Marketing

Clark, Tara - Adjunct Instructor
Subject: Computer Information Systems
M.S., Kennesaw State University, Applied Computer Science; B.S., Western Michigan University, BioMedicine; Certificate, Capella University, College Teaching

Cortez, Mary - Adjunct Instructor
Subject: Medical Assistant, Medical Office Administrative Assistant
Diploma, Bryman College, Medical Office Management

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Anchorage, AK
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Faculty

**Couch, Teresa** - Adjunct Instructor  
Campus: Anchorage  
Subject: Student Success  
M.S., Fort Hayes State University, Instructional Technology; B.A., Grand Canyon University, Elementary Education;  
A.A., University of Alaska-Anchorage, General Studies

**Curry-Cook, Tia** - Adjunct Instructor  
Campus: Anchorage  
Subject: Allied Health, Medical Assistant, Medical Office Administrative Assistant  
D.H.A., University of Phoenix, Healthcare Administration; M.P.A., Western Michigan University, Health Care Administration

**DeMartino, VirLynda** - Adjunct Instructor  
Campus: Anchorage  
Subject: General Education  
Ph.D., University of Florida, Nuclear Engineering; M.S.E., University of Florida, Nuclear Engineering; B.S.E., University of Florida, Nuclear Engineering

**Dibavand, Jeudi** - Adjunct Instructor  
Campus: Anchorage  
Subject: Health Care Administration, Medical Assistant, Medical Office Administrative Assistant  
M.Ed., Jones International University, Adult Education; B.S., Linfield College, Business Management; A.A., West Valley-Mission College, Business

**Donato, Robert** - Adjunct Instructor  
Campus: Anchorage  
Subject: Business Administration  
M.B.A, Florida International University, Business Administration; B.S., University of Phoenix, Hospitality Management; A.A.S., Nassau Community College, Hotel/Motel Management

**Drumheller, Matthew** - Adjunct Instructor  
Campus: Anchorage  
Subject: Student Success  
M.Div., Austin Presbyterian Seminary, Theology & Homiletics; M.A., Texas Tech University, Communication Studies; B.A., McMurry University, Communication

**Duhn, Samantha** - Adjunct Instructor  
Campus: Anchorage  
Subject: Business Administration  
Ph.D., Northcentral University, Business Administration; M.B.A., Northcentral University, Business Administration;  
B.A., Buena Vista University, Accounting

**Edwards, Amanda** - Full Time Instructor  
Campus: Anchorage  
Subject: Business Administration  
M.B.A., Grand Canyon University, Business Administration; B.S., Oregon Institute of Technology, Marketing and Small Business Management

**Eppenger, Christopher** - Adjunct Instructor  
Campus: Anchorage  
Subject: Computer Information Systems  
M.B.A., American Intercontinental University, IT Project Management; B.S., DeVry University, Computer Information Systems

**Fening, Fred** - Adjunct Instructor  
Campus: Anchorage  
Subject: Business Administration  
D.B.A., Argosy University, International Business; M.S., Amberton University, Managerial Science; M.B.A., University of Hull, Business Finance
Faculty

**Fields, Joyce** - Full Time Student Success Online Instructor  
Subject: Student Success  
M.S., California State University-East Bay, Education; B.S., Pittsburg State University, Education  
Campus: Anchorage

**Flores, Jimmie** - Adjunct Instructor  
Subject: Business Administration  
D.B.A., University of Phoenix, Information Systems and Technology; Ph.D., Fielding Graduate University, Human and Organizational Development; M.S., Keller Graduate School of Management, Educational Technology; M.S., Regis University, Computer Info Technology; M.S., Regis University, Management; M.S., Regis University, Education; M.A., Fielding Graduate University, Human and Organizational Systems; M.B.A., University of St. Thomas, Business Administration; B.B.A., St. Mary's University, Corporate Financial Management  
Campus: Anchorage

**Floyd, Janice** - Dean of Nursing  
Subject: Nursing  
M.S.N., Duke University, Nursing Education; B.S.N., University of North Carolina-Chapel Hill, Nursing  
Campus: Anchorage

**Flynn, Carolyn** - Adjunct Instructor  
Subject: Business Administration  
M.Ed., University of Phoenix, Adult Education; M.B.A., Letouerneu University, Business Administration; B.S., Letouerneu, Business Management; A.A., Peralta Community College, General Studies  
Campus: Anchorage

**Garver, Jayne** - Adjunct Instructor  
Subject: Paralegal Studies  
M.B.A., Lebanon Valley College, Business Administration; J.D., Washington & Lee University School of Law, Law; B.A., Dickinson College, English  
Campus: Anchorage

**Gaspar, Sabrina** - Adjunct Instructor  
Subject: Health Care Administration, Medical Assistant, Medical Office Administrative Assistant  
M.S., Indiana Wesleyan University, Healthcare Management; B.S., Indiana Wesleyan University, Management; Certificate, Oregon Health Science University, Biomedical Informatics  
Campus: Anchorage

**Gilliard, Jacqueline** - Adjunct Instructor  
Subject: Business Administration  
Ph.D., Capella University, Organization and Management; M.S., Houston Baptist University, Management, Computing and Systems; B.B.A., University of Houston, Finance  
Campus: Anchorage

**Green, Gail** - Adjunct Instructor  
Subject: Student Success  
Ed.D, Nova Southeastern University, Instructional Tech & Distance Education; M.S., Nova Southeastern University, Curriculum, Instruction & Tech; B.S., City University of New York, Business Education; A.A.S., City University of New York, Office Technology  
Campus: Anchorage

**Guerrero, Pamela** - Adjunct Nursing Instructor  
Subject: Nursing  
B.S.N., Columbus State University  
Campus: Anchorage

**Gundersen, Charles** - Adjunct Instructor  
Subject: Welding  
Certificate, Charter College-Anchorage, Welding  
Campus: Anchorage

**Hageman, JJ** - Full Time Instructor  
Subject: Heating, Ventilation, Air Conditioning, and Refrigeration  
Campus: Anchorage

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Faculty

**Hallock, Melissa** - Adjunct Instructor  
Subject: Computer Information Systems  
Campus: Anchorage  
M.S., Phoenix University, Information Systems; B.A.S., Davenport University, Microcomputer and Network Management

**Heaney, Jill** - Adjunct Instructor  
Subject: Business Administration  
Campus: Anchorage  
D.B.A., Argosy University, Management; M.S., Duquesne University, Leadership and Information Technology; B.S., Duquesne University, Professional Studies

**Heredia, Dante** - Adjunct Instructor  
Subject: Computer Networking Systems  
Campus: Anchorage  
Ph.D., University of Nevada-Reno, Cellular Molecular Physiology and Pharmacology; B.S., University of Nevada Reno, Biology

**Heriveaux, Robert** - Adjunct Instructor  
Subject: Medical Assistant, Medical Office Administrative Assistant  
Campus: Anchorage  
M.B.A., Eastern University, Healthcare Administration; B.S., Northeastern University, Political Science

**Hodge, Hattie (Dolly)** - Full Time Student Success Instructor  
Subject: Student Success  
Campus: Wasilla  
M.B.A., Golden Gate University, Management; B.S., University of South Carolina, General Business Administration

**Jayd, Tabi** - Full Time Nursing Instructor  
Subject: Nursing  
Campus: Anchorage  
M.S.N., University of Phoenix; B.S.N., University of Phoenix; A.A.S., Mount Saint Mary’s College, Nursing

**Johnson, Kimberlee** - Full Time Instructor  
Subject: Medical Assistant  
Campus: Anchorage  
A.A.S., University of Alaska-Fairbanks, Paramedicine

**Jones, Edward** - Adjunct Instructor  
Subject: Student Success  
Campus: Anchorage  
M.S., Pace University, Investment Management; B.S., St. John's University, Finance

**Kadian-Baumeyer, Kat** - Lead Instructor  
Subject: Hospitality  
Campus: Anchorage  
M.S., Thomas A. Edison State College, Management; B.A., Felician College, Management/Marketing

**Krasnansky, Andrew** - Full Time Instructor  
Subject: Welding  
Campus: Anchorage

**Laub, Stacey** - Adjunct Instructor  
Subject: General Education  
Campus: Anchorage  
M.S., American Public University System, Environmental Policy and Management; B.S., Humboldt State University, Natural Resources Planning and Interpretation

**Libby, Janet** - Lead Instructor  
Subject: Paralegal Studies  
Campus: Anchorage  
J.D., Regis College, Law; B.A., Regis College, Political Science

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Faculty

**Lilly, Cynthia** - Lead Instructor  
Subject: Medical Assistant  
Campus: Wasilla

**Maish, Peg** - Adjunct Instructor  
Subject: Business Administration  
M.A., Keller University, Human Resource Management; B.S., Milliken University, Music Business Administration  
Campus: Anchorage

**Manu, Mitai** - Adjunct Instructor  
Subject: Medical Assistant  
Certificate, Career Academy, Medical Assisting  
Campus: Anchorage

**Mignott, Andrea** - Adjunct Instructor  
Subject: Medical Assistant, Medical Office Administrative Assistant  
M.B.A., American Intercontinental University, Healthcare Management; B.S., Macon State University, Health Information Management  
Campus: Anchorage

**Mola, Yenilen** - Adjunct Instructor  
Subject: Medical Assistant, Medical Office Administrative Assistant  
Campus: Anchorage

**Moore, Lisa** - Full Time Nursing Instructor  
Subject: Nursing  
M.S.N., DePaul University; B.S.N., DePaul University  
Campus: Anchorage

**Myers, Jacqueline** - Adjunct Instructor  
Subject: Student Success  
Ph.D., Walden University, Public Policy & Administration; M.B.A., Kaplan University, Business Administration; B.S., Kaplan University, Paralegal Studies  
Campus: Anchorage

**Nix, Damarie** - Adjunct Instructor  
Subject: Allied Health  
J.D., University of Florida, Law; M.S., Florida Gulf Coast University, Health Science; B.S., University of North Florida, Health Science; A.A., Florida State College, Personal Enrichment  
Campus: Anchorage

**Nofs, Elizabeth** - Adjunct Instructor  
Subject: Student Success  
B.A., University of Michigan-Ann Arbor, Biology  
Campus: Anchorage

**Novak, Jill** - Adjunct Instructor  
Subject: Business Administration  
D.B.A., Argosy University, Marketing; M.S., Pace University, Publishing; B.A. Flagler College, Business  
Campus: Anchorage

**Novy, Laurie** - Full Time Instructor  
Subject: General Education  
Ed.D, Nova Southeastern University, Educational Leadership; M.S., Illinois State University, English; B.S., Illinois State University, English  
Campus: Anchorage

**Ortiz-Colella, Irene** - Adjunct Instructor  
Subject: Medical Assistant, Medical Office Administrative Assistant  
D.C., Palmer College of Chiropractic, Chiropractic; B.S., Lynn University, Biology; A.A.S., Palm Beach Community College, General Education  
Campus: Anchorage

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## Faculty

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Campus</th>
<th>Subject</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Otto, Linda</strong></td>
<td>Adjunct Instructor</td>
<td>Anchorage</td>
<td>Computer Information Systems</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Ph.D., University of Idaho, Education; M.S., Boise State University, Instructional &amp; Performance Tech; B.A., M. Vernon Nazarene University, Accounting</td>
</tr>
<tr>
<td><strong>Pagani, David</strong></td>
<td>Adjunct Instructor</td>
<td>Wasilla</td>
<td>Medical Assistant</td>
</tr>
<tr>
<td><strong>Pressey, Matthew</strong></td>
<td>Adjunct Instructor</td>
<td>Anchorage</td>
<td>Accounting</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>M.S., University of Connecticut, Accounting; B.A., University of Georgia, Political Science; Certificate, University of Maryland-University College, Advanced Accounting</td>
</tr>
<tr>
<td><strong>Prevratil, Laura</strong></td>
<td>Adjunct Instructor</td>
<td>Anchorage</td>
<td>Accounting</td>
</tr>
<tr>
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<td>D.B.A., Argosy University, Accounting; M.B.A., Hofstra University, Public Accounting; B.F.A., Southampton College, Fine Art</td>
</tr>
<tr>
<td><strong>Pruitt, Megan</strong></td>
<td>Adjunct Instructor</td>
<td>Anchorage</td>
<td>Marketing</td>
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<td></td>
<td>M.S., Full Sail University, Internet Marketing; B.A., Stetson University, Communication</td>
</tr>
<tr>
<td><strong>Pullen, Sara</strong></td>
<td>Adjunct Nursing Instructor</td>
<td>Anchorage</td>
<td>Nursing</td>
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<tr>
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<td></td>
<td>M.S.N., University of Phoenix, Nursing/Health Care Education; B.S.N., University of Phoenix</td>
</tr>
<tr>
<td><strong>Pustynik, Nina</strong></td>
<td>Adjunct Instructor</td>
<td>Anchorage</td>
<td>Medical Assistant, Medical Office Administrative Assistant</td>
</tr>
<tr>
<td><strong>Pyram, Marie</strong></td>
<td>Adjunct Instructor</td>
<td>Anchorage</td>
<td>Health Care Administration, Medical Assistant, Medical Office Administrative Assistant</td>
</tr>
<tr>
<td></td>
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<td></td>
<td>M.B.A., Nova Southeastern University, Health Service Administration; B.A., St. Thomas University, Human Resources</td>
</tr>
<tr>
<td><strong>Quick, Courtney</strong></td>
<td>Adjunct Instructor</td>
<td>Anchorage</td>
<td>Medical Assistant</td>
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<td>A.S., Bradman University, Biology</td>
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<tr>
<td><strong>Robinette, Lavonda</strong></td>
<td>Adjunct Instructor</td>
<td>Anchorage</td>
<td>Student Success</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>M.A., Eastern Michigan University, Educational Leadership; B.S., Eastern Michigan University, Geography</td>
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<tr>
<td><strong>Rogers, Kimberly</strong></td>
<td>Lead Instructor</td>
<td>Anchorage</td>
<td>Allied Health, Health Care Administration, Medical Office Administrative Assistant</td>
</tr>
<tr>
<td></td>
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<td></td>
<td>M.B.A., Colorado Technical University, Health Care Management; M.B.A., Colorado Technical University; B.S., Grand Valley State University, Liberal Studies</td>
</tr>
</tbody>
</table>

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Anchorage, AK
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Faculty

Rollings, Regina - Adjunct Instructor
Campus: Anchorage
Subject: Business Administration
Ph.D., California School of Organizational Psychology, Organizational Psychology; M.A., California School of Organizational Psychology, Organizational Psychology, M.A., San Jose State University, Speech Communication; B.A., University of Georgia, Journalism

Rollins-Hatcher, Mia - Adjunct Instructor
Campus: Anchorage
Subject: Medical Assistant, Medical Office Administrative Assistant
B.S., Western Kentucky University, Health

Rowe, Jeralde - Adjunct Instructor
Campus: Anchorage
Subject: Health Care Administration, Medical Assistant, Medical Office Administrative Assistant
M.B.A., Western Governors University, Healthcare Management; M.A., Trinity International University, Bioethics; B.A., City University of New York, Biology

Sawitzke, Kenneth - Adjunct Instructor
Campus: Anchorage
Subject: Business Administration
M.A., John Carrol University, History; B.S.E., Bowling Green State University, History & Political Science

Schellenberger, Tony - Adjunct Instructor
Campus: Anchorage
Subject: General Education
Psy.D., Nova Southeastern University, Clinical Psychology; M.S., Nova Southeastern University, Clinical Psychology; B.A., Indiana University Southeast, Psychology

Scurry, Alexandra - Adjunct Instructor
Campus: Anchorage
Subject: Computer Technician
M.S., University of Nevada-Reno, Cellular and Molecular Biology; B.S., University of Nevada-Reno, Neuroscience

Sherrod, Joi - Adjunct Instructor
Campus: Anchorage
Subject: Allied Health, Medical Assistant, Medical Office Administrative Assistant
M.P.H., University of Kentucky-Lexington, Public Health; B.S., University of Kentucky-Lexington, Psychology

Steele, Robert - Lead Instructor
Campus: Anchorage
Subject: Accounting
M.S., Golden Gate University, Taxation; B.A., University of California-Santa Barbara, Business and Economics

Stephen, Pamela - Adjunct Instructor
Campus: Anchorage
Subject: Medical Assistant, Medical Office Administrative Assistant
M.B.A., Capella University, Health Care Management; B.S., Park University, Health Care Management

Swedell, Amy - Adjunct Instructor
Campus: Anchorage
Subject: Medical Assistant, Medical Office Administrative Assistant
M.H.A., University of Phoenix, Gerontology; M.A., University of Phoenix, Adult Education and Training; B.S., University of Phoenix, Human Services/Management A.A.S., Warren County Community College, Allied Health; Certificate, Warren County Community College, Early Childhood Education

Thayer, Dr. - Adjunct Instructor
Campus: Anchorage
Subject: General Education
Ed.D., Florida International University, Community College Teaching; Ed.S., Nova Southeastern University, Math Education; M.S., Florida International University, Math Education; B.S., Illinois State University, Speech; A.A., Sauk Community College, Liberal Arts

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Faculty

Tillman, Jakay - Adjunct Instructor  
Subject: Business Administration  
M.S., Nova Southeastern University, Employment Law; B.S., Kansas State University, Human Resources Management

Tweardy, Melissa - Adjunct Instructor  
Subject: Paralegal Studies  
J.D., University of Montana, Law; B.A., Westminster College, Indiv. Interdisciplinary

VanderPal, Geoffrey - Adjunct Instructor  
Subject: Business Administration  
D.B.A., Nova Southeastern University, Finance; M.B.A., Webster University, Business Administration; B.S., Columbia College, Business Administration

Venkatesan, Madhavi - Adjunct Instructor  
Subject: Business Administration, General Education  
Ph.D., Vanderbilt University, Economics; M.A., Harvard University, Sustainability and Environmental Management; M.E.L.P., Vermont Law School, Environmental Law and Policy; B.A., Vanderbilt University, Economics

Votta, Kimmarie - Adjunct Instructor  
Subject: General Education  
M.S., Plymouth State University, Environmental Science and Policy; B.S., Granite State College, Environmental Studies and Communication

Weltman, Laura - Adjunct Instructor  
Subject: Paralegal Studies  
J.D., University of Laverne College of Law, Law; M.P.A., University of Southern California, Judicial Administration; B.A., University of California-Santa Barbara, Law and Society

Wichman, Lori - Full Time Nursing Instructor  
Subject: Nursing  
M.S.N., Walden University; B.S.N., California State University; A.A.S, American River College, Nursing

White, Monyca - Adjunct Instructor  
Subject: Criminal Justice  
J.D., Rutgers University School of Law-Newark, Law; B.A., Ursinus College, Anthropology & Sociology

Whitney, Michelle - Adjunct Instructor  
Subject: Computer Information Systems  
M.E., National University, Education; B.S., University of California-San Diego, Computer Science

Williams, Brandon - Adjunct Instructor  
Subject: Student Success  
M.A., Ashford University, Organizational Management; B.A., San Diego State University, Communication

Wilson, Sonja - Adjunct Instructor  
Subject: Accounting, Business Administration  
Ph.D., Northcentral University, Organizational Leadership; J.D., University of South Carolina, Law; M.E., University of South Carolina, Educational Administration; M.Tx., Georgia State University, Taxation; M.S., Johns Hopkins University, Applied Economics; B.S., University of South Carolina, Secondary Education; B.S., University of South Carolina, Business Administration
Faculty

Wortman, Sandra - Adjunct Instructor  Campus: Anchorage
Subject: General Education, Student Success
M.A., California Lutheran University, Curriculum & Instruction; B.A., University of California-Santa Barbara, Economics-Mathematics

Zucker, Connie - Adjunct Instructor  Campus: Anchorage
Subject: General Education
Ph.D., Wayne State University, Curriculum and Instruction; M.Ed., Wayne State University, Foreign Language Education; M.A.T., Oakland University, Reading/Language Art; B.A., University of Michigan, English
Charter College observes Constitution and Citizenship Day on September 17th of each year to commemorate the September 17, 1787 signing of the United States Constitution. If September 17th falls on a Saturday, Sunday, or holiday, the College will celebrate Constitution Day during the preceding or following week.

Holidays and Make-Up Days

Due to certain annual holidays, course make-up days are required. These make-up days are identified below.

<table>
<thead>
<tr>
<th>Holiday</th>
<th>Make-Up Day</th>
</tr>
</thead>
<tbody>
<tr>
<td>May 29, 2017</td>
<td>June 2, 2017</td>
</tr>
<tr>
<td>July 4, 2017</td>
<td>July 7, 2017</td>
</tr>
<tr>
<td>September 4, 2017</td>
<td>September 8, 2017</td>
</tr>
<tr>
<td>November 23, 2017</td>
<td>December 1, 2017</td>
</tr>
<tr>
<td>November 24, 2017</td>
<td>December 8, 2017</td>
</tr>
<tr>
<td>December 25-31, 2017</td>
<td>N/A</td>
</tr>
<tr>
<td>January 1, 2018</td>
<td>January 5, 2018</td>
</tr>
</tbody>
</table>

Make-Up Schedule for 03/20/2017 and 03/22/2017

- 03/15/2017 - GE2110 9:00am to 4:30pm
- 03/27/2017 - GE2110 9:00am to 4:30pm
- 03/29/2017 - GE2110 9:00am to 4:30pm
# Tuition and Fees

**Effective: 01/23/2017**

## Certificate Programs

<table>
<thead>
<tr>
<th>Program</th>
<th>Quarter Credits</th>
<th>Homework Hours</th>
<th>Contact Hours</th>
<th>Tuition</th>
<th>Books, Supplies &amp; Fees</th>
<th>Institutional Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounting (Available at Anchorage Campus Online Modality Only)</td>
<td>63</td>
<td>865</td>
<td>690</td>
<td>$21,735</td>
<td>$0</td>
<td>$21,735</td>
</tr>
<tr>
<td>Business Office Administration (Available at Anchorage Campus Online Modality Only, Wasilla Campus Blended Modality Only)</td>
<td>72</td>
<td>950</td>
<td>760</td>
<td>$23,760</td>
<td>$0</td>
<td>$23,760</td>
</tr>
<tr>
<td>Computer Technician (Available at Anchorage Campus Online Modality Only)</td>
<td>72</td>
<td>1,075</td>
<td>860</td>
<td>$21,672</td>
<td>$0</td>
<td>$21,672</td>
</tr>
<tr>
<td>Heating, Ventilation, Air Conditioning and Refrigeration (Available at Anchorage Campus Only Blended Modality)</td>
<td>72</td>
<td>1,045</td>
<td>835</td>
<td>$24,480</td>
<td>$0</td>
<td>$24,480</td>
</tr>
<tr>
<td>Medical Assistant (Available at Anchorage and Wasilla Campuses Blended Modality)</td>
<td>69</td>
<td>1,120</td>
<td>895</td>
<td>$23,115</td>
<td>$0</td>
<td>$23,115</td>
</tr>
<tr>
<td>Medical Office Administrative Assistant (Available at Anchorage Campus Online Modality Only)</td>
<td>72</td>
<td>960</td>
<td>765</td>
<td>$24,120</td>
<td>$0</td>
<td>$24,120</td>
</tr>
<tr>
<td>Paralegal Studies (Available at Anchorage Campus Online Modality Only)</td>
<td>72</td>
<td>915</td>
<td>730</td>
<td>$24,840</td>
<td>$0</td>
<td>$24,840</td>
</tr>
<tr>
<td>Welding (Available at Anchorage Campus Blended Modality Only)</td>
<td>72</td>
<td>1,045</td>
<td>835</td>
<td>$26,712</td>
<td>$0</td>
<td>$26,712</td>
</tr>
</tbody>
</table>

## Associate of Applied Science Programs

<table>
<thead>
<tr>
<th>Program</th>
<th>Quarter Credits</th>
<th>Homework Hours</th>
<th>Contact Hours</th>
<th>Tuition</th>
<th>Books, Supplies &amp; Fees</th>
<th>Institutional Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allied Health* (Available at Anchorage Campus Online Modality Only)</td>
<td>90</td>
<td>500</td>
<td>380</td>
<td>$13,500</td>
<td>$0</td>
<td>$13,500</td>
</tr>
<tr>
<td>Applied Technology* (Available at Anchorage Campus Online Modality Only)</td>
<td>90</td>
<td>500</td>
<td>385</td>
<td>$13,500</td>
<td>$0</td>
<td>$13,500</td>
</tr>
<tr>
<td>Business Administration* (Available at Anchorage Campus Online Modality Only)</td>
<td>90</td>
<td>500</td>
<td>380</td>
<td>$13,500</td>
<td>$0</td>
<td>$13,500</td>
</tr>
<tr>
<td>Computer Networking Systems (Available at Anchorage Campus Online Modality Only)</td>
<td>108</td>
<td>1,585</td>
<td>1,265</td>
<td>$41,364</td>
<td>$0</td>
<td>$41,364</td>
</tr>
<tr>
<td>Nursing (Available at Anchorage Campus Only)</td>
<td>108</td>
<td>1,960</td>
<td>1,570</td>
<td>$58,806</td>
<td>$0</td>
<td>$58,806</td>
</tr>
<tr>
<td>Paralegal Studies (Available at Anchorage Campus Online Modality Only)</td>
<td>99</td>
<td>1,270</td>
<td>1,015</td>
<td>$42,669</td>
<td>$0</td>
<td>$42,669</td>
</tr>
</tbody>
</table>

The Catalog Supplement is part of the Catalog & Student Handbook Page 14 of 16

Anchorage, AK

Wasilla, AK – a learning site of Anchorage
## Bachelor of Science Programs

<table>
<thead>
<tr>
<th>Program</th>
<th>Quarter Credits</th>
<th>Homework Hours</th>
<th>Contact Hours</th>
<th>Tuition</th>
<th>Books, Supplies &amp; Fees</th>
<th>Institutional Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business Administration*</td>
<td>180</td>
<td>1135</td>
<td>915</td>
<td>$41,400</td>
<td>$0</td>
<td>$41,400</td>
</tr>
<tr>
<td>(Available at Anchorage Campus Online Modality Only)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Computer Information Systems</td>
<td>180</td>
<td>2,535</td>
<td>2,025</td>
<td>$62,100</td>
<td>$0</td>
<td>$62,100</td>
</tr>
<tr>
<td>(Available at Anchorage Campus Online Modality Only)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Health Care Administration*</td>
<td>196.5</td>
<td>1,418</td>
<td>1,100</td>
<td>$39,405</td>
<td>$0</td>
<td>$39,405</td>
</tr>
<tr>
<td>(Available at Anchorage Campus Online Modality Only)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## Master’s Program

<table>
<thead>
<tr>
<th>Program</th>
<th>Quarter Credits</th>
<th>Homework Hours</th>
<th>Contact Hours</th>
<th>Tuition</th>
<th>Books, Supplies &amp; Fees</th>
<th>Institutional Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business Administration</td>
<td>56</td>
<td>740</td>
<td>590</td>
<td>$10,976</td>
<td>$0</td>
<td>$10,976</td>
</tr>
<tr>
<td>(Available at Anchorage Campus Online Modality Only)</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Students are billed each quarter based on the number of credit hours in which they are enrolled for the quarter and the cost per credit hour for their program. Full time students must take a minimum of twelve (12) quarter credit hours or a maximum of nineteen (19) quarter credit hours per term. Although Charter College encourages all students to attend full time occasionally students may attend part-time. If a student is attending part-time, financial aid will be adjusted based on actual hours attended.

Freshmen have successfully completed less than thirty-six (36) quarter credit hours. Sophomores have successfully completed at least thirty-six (36) quarter credit hours, but fewer than ninety (90) quarter credit hours. Juniors are those students who have successfully completed at least ninety (90) quarter credit hours. Seniors have successfully completed at least one hundred thirty-six (136) quarter credit hours.

*The costs in the table are not those for the number of quarter credits listed. Students enrolled in this program will earn the total quarter credits and clock hours through a combination of transfer quarter credit and campus course work. The number of quarter credits shown indicates the number of quarter credits a student will graduate from the program should the student be accepted to the program.

## Other Costs

<table>
<thead>
<tr>
<th>Cost Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Credit Earned by Proficiency Exam* (per course)</td>
<td>$100</td>
</tr>
<tr>
<td>Duplicate Certificate Fee</td>
<td>$50</td>
</tr>
<tr>
<td>Official Transcript Fee</td>
<td>$7</td>
</tr>
<tr>
<td>Administration fee**</td>
<td>$75</td>
</tr>
<tr>
<td>NCCT Exam Fee (2nd or 3rd attempt, fee is per attempt)</td>
<td>$90</td>
</tr>
</tbody>
</table>

*Non-refundable; this charge is per attempt.

**This fee is assessed when a student officially withdraws or is involuntarily withdrawn or dismissed. See the Withdrawal or Dismissal section.
Placement Rates
Reported: 11/02/2016

Listed below is the placement information for each of the programs reported to the campus accreditation body on an annual basis. The below information is representative of students that completed their program between July 1, 2015 and June 30, 2016.

<table>
<thead>
<tr>
<th>Program</th>
<th>Percentage (%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Master’s in Business Administration</td>
<td>50</td>
</tr>
<tr>
<td>B.S. in Accounting</td>
<td>100</td>
</tr>
<tr>
<td>B.S. in Business Administration</td>
<td>89</td>
</tr>
<tr>
<td>B.S. in Business Management Accounting with concentrations</td>
<td>100</td>
</tr>
<tr>
<td>B.S. in Business Management Technology</td>
<td>0</td>
</tr>
<tr>
<td>B.S. in Computer Information Systems</td>
<td>N/A</td>
</tr>
<tr>
<td>B.S. in Computer Science</td>
<td>80</td>
</tr>
<tr>
<td>B.S. in Criminal Justice</td>
<td>20</td>
</tr>
<tr>
<td>B.S. in Health Care Administration</td>
<td>56</td>
</tr>
<tr>
<td>B.S. in Information Technology Engineering with concentrations</td>
<td>50</td>
</tr>
<tr>
<td>A.A.S. in Allied Health</td>
<td>54</td>
</tr>
<tr>
<td>A.A.S. in Applied Technology</td>
<td>25</td>
</tr>
<tr>
<td>A.A.S. in Business Administration</td>
<td>47</td>
</tr>
<tr>
<td>A.A.S. in Computer Networking Systems</td>
<td>N/A</td>
</tr>
<tr>
<td>A.A.S. in Criminal Justice</td>
<td>24</td>
</tr>
<tr>
<td>A.A.S. in Health Information Technology</td>
<td>46</td>
</tr>
<tr>
<td>A.A.S. in Network Security</td>
<td>67</td>
</tr>
<tr>
<td>A.A.S. in Nursing</td>
<td>86</td>
</tr>
<tr>
<td>A.A.S. in Paralegal Studies</td>
<td>43</td>
</tr>
<tr>
<td>Certificate in Accounting</td>
<td>33</td>
</tr>
<tr>
<td>Certificate in Business Office Administration</td>
<td>52</td>
</tr>
<tr>
<td>Certificate in Computer Technician</td>
<td>21</td>
</tr>
<tr>
<td>Certificate in Heating, Ventilation, Air Conditioning, and Refrigeration</td>
<td>48</td>
</tr>
<tr>
<td>Certificate in Hospitality</td>
<td>25</td>
</tr>
<tr>
<td>Certificate in Marketing Through Digital and Social Media</td>
<td>67</td>
</tr>
<tr>
<td>Certificate in Medical Assistant</td>
<td>49</td>
</tr>
<tr>
<td>Certificate in Medical Office Administrative Assistant</td>
<td>31</td>
</tr>
<tr>
<td>Certificate in Network Security</td>
<td>17</td>
</tr>
<tr>
<td>Certificate in Paralegal Studies</td>
<td>18</td>
</tr>
<tr>
<td>Certificate in Welding</td>
<td>14</td>
</tr>
<tr>
<td>Campus Total</td>
<td>41</td>
</tr>
</tbody>
</table>

The placement information is calculated by using the following formula:

\[
\frac{(\text{Placed by job title} + \text{Placed by skills} + \text{Placed by benefit of training})}{((\text{Completers} + \text{Graduates}) - (\text{Exemptions}^*))}
\]

* Exemptions are: pregnancy, death or other health-related issues, continuing education, military service, visa restrictions, enrollment in English as a Second Language (ESL) program, and incarceration.

Performance Information Disclosure
These are the data reported to ACICS by the institution in its most recent Campus Accountability Report.