

Alpena Campus 1998 Spring Classes

BTC Besser Technical Center • CTR Center Building • EAC East Campus
GRA Graphic Arts Building • NRC Natural Resources Center • VLH Van Lare Hall

COURSE NO. T I T L E CRHR SECT. INSTRUCTOR MEETING TIME DAYS BLDG/ROOM HOURS CONTACT

AUTOMOTIVE CONT'D

***REGISTER FOR LAB SECTION 3143 AUT125L LISTED**

| | | | | | | | |
|--|---------------------------|-----|------|-----------|------------------|---------|------|
| AUT 125L | AUTO ELEC ELCTR SYSII LAB | 0.0 | 3143 | ENGSTROM, | 1:20P- 3:50 MT | BTC 113 | 6.00 |
| AUT 201 | COMPUTERIZED ENGINE CTRLS | 4.0 | 3145 | ENGSTROM, | 12:20P- 2:05 W | CTR 122 | 2.00 |
| ***PREREQUISITE: AUT124 OR INSTRUCTOR PERMISSION *** | | | | | | | |
| ***REGISTER FOR LAB SECTION 3147 AUT201L LISTED** | | | | | | | |
| AUT 201L | COMP ENGINE CONTROLS LAB | 0.0 | 3147 | ENGSTROM, | 2:10P- 5:55 W | BTC 113 | 4.00 |
| AUT 202 | ENG PERF DIAGNOSIS TUNEUP | 6.0 | 3155 | ENGSTROM, | 12:20P- 1:15 THF | CTR 122 | 2.00 |
| ***COREQUISITE: AUT122 (FUEL AND EMISSIONS SYSTEMS) | | | | | | | |
| ***PREREQUISITE: AUT124 (ELECT AND ELECTRONICS SYST) | | | | | | | |
| ***REGISTER FOR LAB SECTION 3157 AUT202L LISTED** | | | | | | | |
| AUT 202L | ENG PRF DIAGN TUNEUP LAB | 0.0 | 3157 | ENGSTROM, | 1:20P- 5:15 THF | BTC 113 | 8.00 |

BIOLOGY

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|--|-----------------------------|-----|------|------------|------------------|---------|------|
| BIO 114 | INTRO BIOLOGICAL SCIENCE | 4.0 | 3180 | HAUTAU, DE | 9:05A-10:00 MWF | NRC 101 | 3.00 |
| BIO 114 | INTRO BIOLOGICAL SCIENCE | 4.0 | 3185 | HAUTAU, DE | 12:20P- 1:15 MWF | NRC 101 | 3.00 |
| ***REGISTER FOR ONE BIO114L LAB LISTED BELOW*** | | | | | | | |
| BIO 114L | INTRO BIO SCIENCE LAB | 0.0 | 3190 | HAUTAU, DE | 9:05A-10:50 T | NRC 110 | 2.00 |
| BIO 114L | INTRO BIO SCIENCE LAB | 0.0 | 3195 | HAUTAU, DE | 1:05P- 2:50 T | NRC 110 | 2.00 |
| BIO 114L | INTRO BIO SCIENCE LAB | 0.0 | 3200 | HAUTAU, DE | 10:10A-12:00 TH | NRC 110 | 2.00 |
| BIO 114L | INTRO BIO SCIENCE LAB | 0.0 | 3205 | HAUTAU, DE | 1:25P- 3:15 TH | NRC 110 | 2.00 |
| BIO 201 | HUMAN ANATOMY | 4.0 | 3210 | MILOSTAN, | 10:10A-11:05 MWF | NRC 214 | 3.00 |
| ***PREREQUISITE: BIO114 OR EQUIVALENT *** | | | | | | | |
| ***REGISTER FOR ONE BIO201L LAB SECT LISTED BELOW* | | | | | | | |
| BIO 201L | HUMAN ANATOMY LAB | 0.0 | 3215 | MILOSTAN, | 12:20P- 2:10 F | NRC 112 | 2.00 |
| BIO 201L | HUMAN ANATOMY LAB | 0.0 | 3220 | MILOSTAN, | 2:30P- 4:20 F | NRC 112 | 2.00 |
| BIO 203 | HUMAN PHYSIOLOGY | 4.0 | 3225 | MCGILL, JO | 9:05A-10:00 MWF | NRC 217 | 3.00 |
| BIO 203 | HUMAN PHYSIOLOGY | 4.0 | 3230 | MCGILL, JO | 1:25P- 2:20 MWF | NRC 212 | 3.00 |
| ***PREREQ: H.S. BIO AND H.S. CHEMISTRY OR EQUIVALENT | | | | | | | |
| ***REGISTER FOR ONE BIO203L LAB LISTED BELOW*** | | | | | | | |
| BIO 203L | HUMAN PHYSIOLOGY LAB | 0.0 | 3235 | MCGILL, JO | 10:10A-12:00 M | NRC 108 | 2.00 |
| BIO 203L | HUMAN PHYSIOLOGY LAB | 0.0 | 3240 | MILOSTAN, | 2:30P- 4:20 M | NRC 108 | 2.00 |
| BIO 203L | HUMAN PHYSIOLOGY LAB | 0.0 | 3245 | MCGILL, JO | 10:10A-12:00 W | NRC 108 | 2.00 |
| BIO 203L | HUMAN PHYSIOLOGY LAB | 0.0 | 3250 | MILOSTAN, | 2:30P- 4:20 W | NRC 108 | 2.00 |
| E BIO 203 | HUMAN PHYSIOLOGY | 4.0 | 3255 | MCGILL, JO | 6:00P- 7:20 TTH | NRC 212 | 3.00 |
| ***PREREQ: H.S. BIO AND H.S. CHEMISTRY OR EQUIVALENT | | | | | | | |
| ***STUDENT MUST REGISTER FOR LAB SECT 3260 BIO203L | | | | | | | |
| E BIO 203L | HUMAN PHYSIOLOGY LAB | 0.0 | 3260 | MCGILL, JO | 7:35P- 9:25 TH | NRC 108 | 2.00 |
| BIO 211 | GENERAL ZOOLOGY | 4.0 | 3265 | HAUTAU, DE | 1:25P- 2:20 MWF | NRC 110 | 3.00 |
| ***PREREQUISITE: BIOLOGY 114 OR EQUIVALENT *** | | | | | | | |
| ***REGISTER FOR ONE BIO211L LAB LISTED BELOW *** | | | | | | | |
| BIO 211L | GENERAL ZOOLOGY LAB | 0.0 | 3270 | HAUTAU, DE | 3:35P- 5:15 T | NRC 112 | 2.00 |
| BIO 211L | GENERAL ZOOLOGY LAB | 0.0 | 3275 | HAUTAU, DE | 4:00P- 5:50 TH | NRC 112 | 2.00 |
| BIO 227 | MICROBIOLOGY | 4.0 | 3280 | MILOSTAN, | 2:30P- 3:50 TTH | NRC 101 | 3.00 |
| ***PREREQUISITE: H.S. BIOLOGY & CHEM OR EQUIVALENT | | | | | | | |
| ***REGISTER FOR ONE BIO227L LAB LISTED BELOW *** | | | | | | | |
| E BIO 227L | MICROBIOLOGY LAB | 0.0 | 3285 | MILOSTAN, | 6:00P- 7:25 MW | NRC 108 | 3.00 |
| BIO 227L | MICROBIOLOGY LAB | 0.0 | 3290 | MCGILL, JO | 9:35A-10:55 TTH | NRC 108 | 3.00 |
| BIO 227L | MICROBIOLOGY LAB | 0.0 | 3295 | MILOSTAN, | 12:30P- 1:50 TTH | NRC 108 | 3.00 |
| ***** | | | | | | | |
| BUSINESS INFORMATION SYSTEMS | | | | | | | |
| E BIS 100 | COMPUTER KEYBOARDING | 1.0 | 3300 | STAFF | 5:30P- 7:25 MW | VLH 114 | 2.00 |
| *COURSE STARTS WEEK OF JAN. 12, ENDS MAR. 4, 1998 | | | | | | | |
| ***STUDENT SHOULD REGISTER BY THE FIRST DAY OF CLASS | | | | | | | |
| E BIS 101 | KEYBOARD SKILLBUILDING | 1.0 | 3310 | STAFF | 5:30P- 7:25 MW | VLH 114 | 2.00 |
| PREREQ: BIS100 OR ABLE TO TYPE 25 WPM OR PERMISSION | | | | | | | |
| ***COURSE STARTS WEEK OF MAR. 9, ENDS MAY 6, 1998 | | | | | | | |
| BIS 134 | INDEXING, FILING, REC MNGMT | 1.0 | 3320 | THOMSON, M | 9:05A-11:10 T | VLH 117 | 1.25 |
| ***COURSE START WEEK OF JAN. 12, ENDS MAR. 10, 1998 | | | | | | | |
| E BIS 161 | MEDICAL TRANSCRIPTION | 4.0 | 3330 | FRANTZ, ME | 6:00P- 8:55 TTH | VLH 122 | 6.00 |
| ***PREREQUISITE: BIS160, CIS153 OR PERMISSION *** | | | | | | | |
| E BIS 162 | MED OFFICE COMPUTER APPL | 1.0 | 3335 | PUFKAMER, | 5:30P- 7:15 M | VLH 122 | 2.00 |
| E BIS 164 | MED OFFICE INS BILLING | 3.0 | 3340 | PUFKAMER, | 7:30P- 8:55 MW | VLH 117 | 3.00 |
| ***PREREQUISITE: BIS163 *** | | | | | | | |
| BIS 230 | BUSINESS OFFICE PROCEDURE | 3.0 | 3345 | BUCHNER, B | 9:05A-10:55 TTH | VLH 122 | 4.00 |

ACC Class of '71 grad leads national transcription groups

ALPENA—When Alpena Community College computer information instructor Mary Jane Thomson hears or reads an ACC ad saying “ACC is where you start ... few things so close can take you so far” she thinks of her sister, Susan Pierce.

Since graduating from ACC in 1971 with an associate in commerce degree, Pierce has gone on to further education and a successful career in medical transcription.



SUSAN M. PIERCE, CMT, ART

In 1997, she became president of the 9,000-member American Association for Medical Transcription (AAMT). In that role she frequently criss-crosses the country from her Herndon, Virginia, home to the group's California headquarters, with frequent side trips to state meetings.

When Thomson learned that Pierce would be visiting Alpena family members in October, she asked if her sister would give a guest lecture. The response was an enthusiastic “yes.”

“I really would like to return something to the institution I graduated from, as well as to the community I grew up in,” she said. Pierce generously donated her time to do an evening workshop for ACC students in medical terminology, coding and office procedures classes. She also gave a half-day continuing education seminar for area transcriptionists.

An accredited records technician (ART) and a certified medical transcriptionist (CMT), Pierce is employed as director of quality management by HealthScribe, Inc. She earned a second associate's degree in Maryland in 1987, and completed her bachelor of science degree in business administration at Strayer College in Virginia in 1997. In each case, Pierce said, her Alpena Community College credits transferred. By meeting common program requirements, this saved her both time and money.

Her start at ACC more than 25 years ago has taken Susan Pierce far — in education and professional advancement, not to mention travel distance!

Alpena Community College Invites Third-Party Comments

Alpena Community College is seeking comments about the College from the public in preparation for the periodic evaluation by its regional accrediting agency.

The College will undergo a comprehensive evaluation visit March 9 - 11, 1998, by a team representing the *Commission on Institutions of Higher Education of the North Central Association of Colleges and Schools*. Alpena Community College has been accredited by the Commission since 1963. The team will review the ability of the College to meet the Commission's Criteria for Accreditation and General Institutional Requirements.

The public is invited to submit comments regarding the College to the following address:

**Public Comment on Alpena Community College
Commission on Institutions of Higher Education
North Central Association of Colleges and Schools
30 North LaSalle Street, Suite 2400
Chicago, IL 60602**

Comments must address substantive matters related to the quality of the institution or its academic programs. Comments must be in writing and signed. Comments cannot be treated as confidential.

All comments must be received by February 6, 1998