Board of Regents Program Action Request  
University of Alaska  
Proposal to Add, Change, or Delete a Program of Study

1a. UA University (choose one)  
UAS

1b. School or College  
School of Arts & Sciences

1c. Department or Program  
Pre-Engineering

2. Complete Program Title  
Certificate in Pre-Engineering

3. Type of Program  
- Undergraduate Certificate  
- Associate  
- Baccalaureate  
- Post-Baccalaureate Certificate  
- Master’s  
- Graduate Certificate  
- Doctorate

4. Type of Action  
- Add  
- Change  
- Delete  

5. Implementation date (semester, year)  
Fall  
Spring  
Summer  
Year 2015

6. Projected Revenue and Expenditure Summary. Not Required if the requested action is deletion.  
Provide information for the 5th year after program or program change approval if a baccalaureate or doctoral degree program; for the 3rd year after program approval if a master’s or associate degree program; and for the 2nd year after program approval if a graduate or undergraduate certificate. If information is provided for another year, specify (1st) and explain in the program summary attached. Note that Revenues and Expenditures are not always entirely new; some may be current (see 7d.)

<table>
<thead>
<tr>
<th>Projected Annual Revenues in FY</th>
<th>Projected Annual Expenditures in FY</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unrestricted</td>
<td>Salaries &amp; benefits (faculty and staff)</td>
</tr>
<tr>
<td>General Fund</td>
<td>Other (commodities, services, etc.)</td>
</tr>
<tr>
<td>Student Tuition &amp; Fees</td>
<td>TOTAL EXPENDITURES</td>
</tr>
<tr>
<td>Indirect Cost Recovery</td>
<td>One-time Expenditures to initiate Program (if &gt;$250,000)</td>
</tr>
<tr>
<td>TVEP or Other (specify):</td>
<td>(These are costs in addition to the annual costs, above.)</td>
</tr>
</tbody>
</table>

Restricted  
- Year 1  
- Year 2  
- Year 3  
- Year 4

Page # of attached summary where the budget is discussed, including initial phase-in:

7. Budget Status. Items a., b., and c. indicate the source(s) of the General Fund revenue specified in item 6. If any grants or contracts will supply revenue needed by the program, indicate amount anticipated and expiration date, if applicable.

<table>
<thead>
<tr>
<th>Revenue source</th>
<th>Continuing</th>
<th>One-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. In current legislative budget request</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>b. Additional appropriation required</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>c. Funded through new internal UA university redistribution</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>d. Funds already committed to the program by the UA university</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>e. Funded all or in part by external funds, expiration date</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>f. Other funding source Specify Type:</td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

8. Facilities: New or substantially (>=$25,000 cost) renovated facilities will be required.  
- Yes  
- No

If yes, discuss the extent, probable cost, and anticipated funding source(s), in addition to those listed in sections 6 and 7 above.

9. Projected enrollments (headcount of majors). If this is a program deletion request, project the teach out enrollments.

| Year 1: | Year 2: | Year 3: | Year 4: |

Page number of attached summary where demand for this program is discussed:

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1 Sometimes the courses required by a new degree or certificate program are already being taught by a UA university, e.g., as a minor requirement. Similarly, other program needs like equipment may already be owned. 100% of the value is indicated even though the course or other resource may be shared.
10. Number* of new TA or faculty hires anticipated (or number of positions eliminated if a program deletion):

| Graduate TA |  
| Adjunct     |  
| Term        |  
| Tenure track|  

11. Number* of TAs or faculty to be reassigned:

| Graduate TA |  
| Adjunct     |  
| Term        |  
| Tenure track|  

Former assignment of any reassigned faculty:

For more information see page _____ of the attached summary.

12. Other programs affected by the proposed action, including those at other MAUs (please list):

<table>
<thead>
<tr>
<th>Program Affected</th>
<th>Anticipated Effect</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Page number of attached summary where effects on other programs are discussed:

13. Specialized accreditation or other external program certification needed or anticipated. List all that apply or ‘none’:

Page in attached summary where alignment is discussed:

14. Aligns with University or campus mission, goals, core themes, and objectives (list):

Page in attached summary where alignment is discussed:

15. Aligns with Shaping Alaska’s Future themes:

Page in attached summary where alignment is discussed:

16. Aligns with Academic Master Plan goals:

Page in attached summary where alignment is discussed:

17. State needs met by this program (list):

Page in the attached summary where the state needs to be met are discussed:

18. Program is initially planned to be: (check all that apply)

- Available to students attending classes at campus(es).
- Available to students via e-learning.
- Partially available students via e-learning.

Page # in attached summary where e-learning is discussed:

Submitted by the University of Alaska Southeast.

Provost

Date

Chancellor

Date

☐ Recommend Approval
☐ Recommend Disapproval

UA Vice President for Academic Affairs with the concurrence of the Statewide Academic Council

Date

*Net FTE (full-time equivalents). For example, if a faculty member will be reassigned from another program, but his/her original program will hire a replacement, there is one net new faculty member. Use fractions if appropriate. Graduate TAs are normally 0.5 FTE. The numbers should be consistent with the revenue/expenditure information provided.

Attachments:  ☐ Summary of Degree or Certificate Program Proposal  ☒ Other (optional)

Revised: 09/12/2014
MEMORANDUM

TO: Statewide Academic Council
    University of Alaska

FROM: Rick Caulfield
      Provost, University of Alaska Southeast

RE: Planned Program Elimination—UAS Certificate in Pre-Engineering

DATE: April 30, 2015

Attached is the Program Action Request (PAR) form seeking Board of Regents action to eliminate the UAS Certificate in Pre-Engineering. Also attached is the UAS letter to the Northwest Commission on Colleges and Universities (NWCCU) dated August 29, 2014 outlining the basis for this action and referencing the required ‘teach-out’ for the program.

This action is requested based upon an academic program review process completed in 2013 which included consultation with our program advisory committee. We have determined that there are no students remaining in the program and therefore the required ‘teach-out’ is complete.

Cc: Chancellor
    Registrar
August 29, 2014

Dr. Sandra Elman  
President  
Northwest Commission on Colleges and Universities  
8060 165th Avenue NE, Suite 100  
Redmond, WA 98052  

RE: University of Alaska Southeast—Pre-Engineering Certificate suspension

Dear Dr. Elman:

As Academic Liaison Officer for the University of Alaska Southeast (UAS), I am writing to inform the Commission of our university’s decision to suspend admissions for our Pre-Engineering Certificate program in the School of Arts & Sciences. We intend to complete a ‘teach-out’ of this Certificate and then to request elimination of the program by the University of Alaska Board of Regents.

The decision regarding the Pre-Engineering program resulted from an academic program review completed in the 2013-14 academic year. It is one we’ve made in keeping with our UAS Strategic and Assessment Plan 2010-2017 and the UA Statewide System’s Shaping Alaska’s Future initiative. As you know, our mission and core themes plus assessment of our available resources and capacity were provided to the Commission in our recent Year One and Year Three reports.

The enclosed materials summarize the rationale for this decision and the steps we are taking to arrange a teach-out of all existing students over the next 12 months — through fall semester 2016. We commit to working on a case-by-case basis with any remaining students to offer them every opportunity for success. This may include coordination with Pre-Engineering programs at our sister universities in Anchorage and Fairbanks.

If you have questions about this action or need further information, please contact me. Thank you.

Sincerely,

Richard A. Caulfield, PhD  
Provost & Academic Liaison Officer

Enclosure: Provost’s Findings Memo, July 8, 2014

cc: Chancellor John Pugh  
UAS Registrar  
Dean Karen Schmitt  
Faculty Senate President Krein  
UA Vice President for Academic Affairs
November 17, 2014

Dr. Richard A. Caulfield
Provost & Dean of Graduate Studies and Research
University of Alaska Southeast
11120 Glacier Highway
Juneau, AK 99801

Dear Provost Caulfield:

This is in reply to your correspondence dated August 29, 2014, and received in this office on September 2, 2014, requesting approval from the Northwest Commission on Colleges and Universities (NWCCCU) for University of Alaska Southeast to suspend admissions to its Pre-Engineering Certificate program which requires 30-34 semester credits for completion. A teach-out period over the next 12 months is planned to accommodate those students who are currently enrolled and student advising may include coordination with Pre-Engineering programs at sister Universities in Anchorage and Fairbanks. The Commission has approved the suspension of the Pre-Engineering Certificate program as a minor change under Commission Policy, Substantive Change. Accordingly, the suspension of the Pre-Engineering Certificate program is now included in the accreditation of University of Alaska Southeast.

Thank you for keeping the Northwest Commission on Colleges and Universities apprised of the developments and initiatives at the University of Alaska Southeast. If you have any questions, please do not hesitate to contact me.

Sincerely,

Pamela J. Goad
Vice President

PJG:pg

cc: Mr. John R. Pugh, Chancellor
    Dr. Sandra E. Elman, President, NWCCU