UNIVERSITY
of **ALASKA**
Many Traditions One Alaska

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

1a. Major Academic Unit (choose one) UAF	1b. School or College CTC	1c. Department CAH

2. Complete Program Title Culinary Arts & Hospitality

3. Type of Program

☒ Undergraduate Certificate ☐ AA/AAS ☐ Baccalaureate ☐ Post-Baccalaureate Certificate

☐ Master's ☐ Graduate Certificate ☐ Doctorate

4. Type of Action ☒ Add ☐ Change ☐ Delete	5. Implementation date (semester, year) Fall, 2012

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.)

Projected Annual Revenues in FY		Projected Annual Expenditures in FY 14	
Unrestricted		Salaries & benefits (faculty and staff)	$120,300
General Fund	$	Other (commodities, services, etc.)	$55,000
Student Tuition & Fees	$94,000	TOTAL EXPENDITURES	$175,300
Indirect Cost Recovery	$	One-time Expenditures to Initiate Program (if >$250,000)	
TVEP or Other (specify):	$	(These are costs in addition to the annual costs, above.)	
Restricted		Year 1	$
Federal Receipts	$	Year 2	$
TVEP or Other (specify):	$	Year 3	$
TOTAL REVENUES	$94,000	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.

Revenue source	Continuing	One-time
a. In current legislative budget request	$	$
b. Additional appropriation required	$	$
c. Funded through new internal MAU redistribution	$	$
d. Funds already committed to the program by the MAU[1]	$175,300	$
e. Funded all or in part by external funds, expiration date	$	$
f. Other funding source Specify Type:	$	$

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.

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[1] Sometimes the courses required by a new degree or certificate program are already being taught by an MAU, 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.

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

Year 1: 5-10	Year 2: 7-12	Year 3: 7-12	Year 4: 7-12

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

10. Number* of new TA or faculty hires anticipated (or number of positions eliminated if a program deletion):	11. Number* of TAs or faculty to be reassigned:

10.

Graduate TA	
Adjunct	
Term	
Tenure track	

11.

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):

Program Affected	Anticipated Effect	Program Affected	Anticipated Effect
None			

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': None	14. Aligns with University or campus mission, goals, core themes, and objectives (list):
	Page in attached summary where alignment is discussed: **1**

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

Page in the attached summary where the state needs to be met are discussed: **2**

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

☒ Available to students attending classes at UAF 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 Fairbanks with the concurrence of its Faculty Senate.

Susan Henrichs / 12/20/11   _[signature]_ / 1-19.
Provost   Date   Chancellor   Date

☐ Recommend Approval
☐ Recommend Disapproval
    _____ / _____
    UA Vice President for Academic Affairs on behalf of   Date
    the Statewide Academic Council

☐ Recommend Approval
☐ Recommend Disapproval
    _____ / _____
    Chair, Academic and Student Affairs Committee   Date

☐ Recommend Approval
☐ Recommend Disapproval
    _____ / _____
    UA President   Date

☐ Approved
☐ Disapproved

_____ /_____
Chair, Board of Regents   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)

The UAF Faculty Senate passed the following motion at Meeting #179 on December 5, 2011:

MOTION:

The UAF Faculty Senate moves to approve the Certificate in Baking and Pastry Arts.

        EFFECTIVE: Fall 2012
                                Upon Board of Regents approval.

        RATIONALE: See the full program proposal #53-UNP from the Fall 2011 review cycle on file in the Governance Office, 312B Signers' Hall.

_____
President, UAF Faculty Senate   Date

APPROVAL: _____   DATE: ____12/6/11____
               Chancellor's Office

DISAPPROVED: _____   DATE: _____
             Chancellor's Office

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Brief Statement of Proposed Program:

This certificate program is designed to allow the beginning student to obtain the knowledge and skills to meet the standards of the American Culinary Federation in Baking and Pastry and to successfully gain employment in the culinary and hospitality industry. The certificate transitions easily and directly into the AAS in Culinary Arts. For the past seventeen years, the Culinary Arts and Hospitality program has offered a single certificate in Culinary Arts with three concentrations: culinary arts, baking and pastry, and cooking. In the spring of 2009, the Faculty Senate approved a major change to the program eliminating the three concentrations. Thus, the existing certificate is in Culinary Arts. We propose this separate certificate to replace the Baking and Pastry concentration in the Culinary Arts Certificate. We will no longer offer a Cooking concentration under the Culinary Arts Certificate nor a separate Certificate in Cooking.

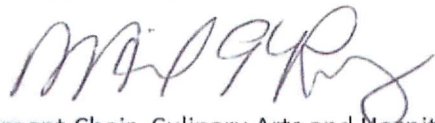I. <u>Cover Memorandum</u>

    A.   Name of person preparing request

        Michael Roddey, Department Chair
        Culinary Arts and Hospitality Department
        UAF's Community and Technical College

    B.   Brief statement of the proposed program, its objectives and career opportunities. It is essential that the objectives of the program be clearly identified so that the activity may be evaluated in terms of how successfully it fulfills its stated objectives.

        This certificate program is designed to allow the beginning student to obtain the knowledge and skills to meet the standards of the American Culinary Federation in Baking and Pastry and to successfully gain employment in the culinary and hospitality industry. The certificate transitions easily and directly into the AAS in Culinary Arts. For the past seventeen years, the Culinary Arts and Hospitality program has offered a single certificate in Culinary Arts with three concentrations: culinary arts, baking and pastry, and cooking. In the spring of 2009, the Faculty Senate approved a major change to the program eliminating the three concentrations. Thus, the existing certificate is in Culinary Arts. We propose this separate certificate to replace the Baking and Pastry concentration in the Culinary Arts Certificate. We will no longer offer a Cooking concentration under the Culinary Arts Certificate nor a separate Certificate in Cooking.

    C.   Provision for approval signatures of:

        [signature]   10·28·11

        Department Chair, Culinary Arts and Hospitality

        [signature]   10-27-11

        Curriculum Council Chair, UAF Community and Technical College

        [signature]   10-27-11

        Dean, UAF Community and Technical College

        [signature]   11/1/11

        Executive Dean, College of Rural and Community Development

        [see preceding page]

        President, UAF Faculty Senate