



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) UAA	1b. School or College COH	1c. Department Justice Center	
2. Complete Program Title Post-Baccalaureate Certificate, Paralegal Studies			
3. Type of Program			
<input type="checkbox"/> Undergraduate Certificate <input type="checkbox"/> AA/AAS <input type="checkbox"/> Baccalaureate <input checked="" type="checkbox"/> Post-Baccalaureate Certificate <input type="checkbox"/> Master's <input type="checkbox"/> Graduate Certificate <input type="checkbox"/> Doctorate			
4. Type of Action		5. Implementation date (semester, year)	
<input checked="" type="checkbox"/> Add <input type="checkbox"/> Change <input type="checkbox"/> Delete		Spring, 2013	
6. Projected Revenue and Expenditure Summary. Not Required if the requested action is deletion. (Provide information for the 5 th year after program or program change approval if a baccalaureate or doctoral degree program; for the 3 rd year after program approval if a master's or associate degree program; and for the 2 nd 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 17		Projected Annual Expenditures in FY 17	
Unrestricted		Salaries & benefits (faculty and staff) \$305,126	
General Fund	\$150,433	Other (commodities, services, etc.) \$30,625	
Student Tuition & Fees	\$350,963	TOTAL EXPENDITURES \$335,751	
Indirect Cost Recovery	\$0	One-time Expenditures to Initiate Program (if >\$250,000)	
TVEP or Other (specify):	\$0	(These are costs in addition to the annual costs, above.)	
Restricted		Year 1	\$0
Federal Receipts	\$0	Year 2	\$0
TVEP or Other (specify):	\$0	Year 3	\$0
TOTAL REVENUES	\$501,396	Year 4	\$0
Page # of attached summary where the budget is discussed, including initial phase-in: Pages 5-6 of the master executive summary			
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		\$0	\$0
b. Additional appropriation required		\$0	\$0
c. Funded through new internal MAU redistribution		\$150,433*	\$0
d. Funds already committed to the program by the MAU ¹		\$185,318**	\$0
e. Funded all or in part by external funds, expiration date		\$0	\$0
f. Other funding source Specify Type: New student tuition and fees		\$350,963	\$0
*New internal MAU redistributions have already been implemented for two new faculty positions.			
**General Fund revenue already allocated by the Justice Center for the existing Paralegal Studies undergraduate certificate.			
8. Facilities: New or substantially (>\$25,000 cost) renovated facilities will be required. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
If yes, discuss the extent, probable cost, and anticipated funding source(s), in addition to those listed in sections 6 and 7 above.			

¹Sometimes 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: 82	Year 2: 94	Year 3: 107	Year 4: 120
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Page number of attached summary where demand for this program is discussed: Page 2 of program summary and page 5 of the master executive summary

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

Graduate TA	0
Adjunct	2
Term	0
Tenure track	2 (already funded)

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

Graduate TA	0
Adjunct	0
Term	0
Tenure track	0

Former assignment of any reassigned faculty: 0
For more information see page 5 of the attached master executive summary.

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

Program Affected	Anticipated Effect	Program Affected	Anticipated Effect
N/A			

Page number of attached summary where effects on other programs are discussed: Page 4 of the master executive summary and page 2 of the program summary.

13. Specialized accreditation or other external program certification needed or anticipated. List all that apply or 'none': American Bar Association

14. Aligns with University or campus mission, goals, core themes, and objectives (list): UA BOR Policy 10.04.064(D)(2); UAA Vision 2017; UAA Strategic Plan Priorities A and C; COH Strategic Plan 2017 Priority: Excellence in Instruction Goals 2, 3, and 4; COH Strategic Plan 2017 Priority: UAA Community Goal 1; COH Strategic Plan 2017 Priority: Public Square Goals 1 and 2.
Page in attached summary where alignment is discussed: Page 1 of both the master executive summary and the program summary.

15. State needs met by this program (list): Increase options for law-related study; creates workforce in high-demand field.

Page in the attached summary where the state needs to be met are discussed: Page 2 of the program summary and page 4 of the master executive summary.

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

- Available to students attending classes at UAA 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 Anchorage with the concurrence of its Faculty Senate.


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)