




Academic Affairs  
UNIVERSITY of ALASKA ANCHORAGE

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October 10, 2016

TO: Statewide Academic Council, University of Alaska

FROM: Samuel Gingerich, Provost and Executive Vice Chancellor,  
University of Alaska Anchorage 

RE: Elimination of the Massage Therapy Undergraduate Certificate

Attached is the Program Action Request (PAR) form seeking Board of Regents Action to eliminate the Massage Therapy Undergraduate Certificate. Also attached is the UAA letter to the Northwest Commission on Colleges and Universities (NWCCU) dated August 21, 2014 informing the NWCCU of the suspension of admissions to the program, and the NWCCU letter dated December 18, 2014 recognizing the suspension of admissions.

This certificate was approved in November 2002, building on a non-transcripted departmental certificate of completion which began in Fall 1999. Admissions to the program were suspended in September 2004, because the off-campus leased space was no longer available, and adequate space for the program was not available on campus. Since the program has been suspended long-term, this elimination will have no impact on other programs, stakeholders, or resources. The final decision to eliminate the program results from the Program Prioritization process.



**Board of Regents Program Action Request  
University of Alaska**

Proposal to Add, Change, Delete or Suspension of Admissions with Intent to Delete a Program of Study

1a. UA University (choose one) UAA	1b. School or College College of Health	1c. Department or Program School of Allied Health
2. Complete Program Title: Massage Therapy		
3. Type of Program <input checked="" type="checkbox"/> Undergraduate Certificate <input type="checkbox"/> Associate <input type="checkbox"/> Baccalaureate <input type="checkbox"/> Post-Baccalaureate Certificate <input type="checkbox"/> Master's <input type="checkbox"/> Graduate Certificate <input type="checkbox"/> Doctorate		
4. Type of Action <input type="checkbox"/> Add (complete Section 1) <input type="checkbox"/> Change (complete Section 1) <input checked="" type="checkbox"/> Delete (complete Section 2) <input type="checkbox"/> <del>Suspension of admissions with intent to delete</del> (Complete Section 2)	5. Implementation date (semester, year) <input checked="" type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer    Year 2017	

**Section 1: To be completed if proposed action is to add or change a program of study.**

**S1. Projected Revenue and Expenditure Summary.** Provide information for the 5<sup>th</sup> year after program or program change approval if a baccalaureate or doctoral degree program; for the 3<sup>rd</sup> year after program approval if a master's or associate degree program; and for the 2<sup>nd</sup> 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 S1.2d.)

Projected Annual Revenues to the University in FY		Projected Annual Expenditures in FY	
<i>Unrestricted</i>		Salaries & benefits (faculty and staff)	\$
General Fund	\$	Other (commodities, services, etc.)	\$
Student Tuition & Fees	\$	<b>TOTAL EXPENDITURES</b>	\$
Indirect Cost Recovery	\$	<b>One-time Expenditures to Initiate Program (if &gt;\$250,000)</b>	
TVEP or Other (specify):	\$	<b>(These are costs in addition to the annual costs, above.)</b>	
<i>Restricted</i>		Year 1	\$
Federal Receipts	\$	Year 2	\$
TVEP or Other (specify):	\$	Year 3	\$
<b>TOTAL REVENUES</b>	\$	Year 4	\$

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

**S1.2. Budget Status.** Items a., b., and c. indicate the source(s) of the General Fund revenue specified in S1. 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 UA university redistribution	\$	\$
d. Funds already committed to the program by the UA university <sup>1</sup>	\$	\$
e. Funded all or in part by external funds, expiration date	\$	\$
f. Other funding source (specify type):	\$	\$

**S1.3. 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 S1 and S1.2 above.

<sup>1</sup>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.

**S1.4. Projected enrollments (headcount of majors).**

Year 1:	Year 2:	Year 3:	Year 4:
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Page number of attached summary where demand for this program is discussed:

**S1.5. Number\* of new TA or faculty hires anticipated:**

Graduate TA	
Adjunct	
Term	
Tenure track	

**S1.6. 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.

\*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.

**S1.7. Other program(s) affected by the proposed action, including those at other campuses (please list):**

Program(s) Affected	Anticipated Effect

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

**S1.8. Specialized accreditation or other external program certification needed or anticipated. List all that apply or 'none':**

**S1.9. Aligns with University or campus mission, goals, core themes, and objectives (list):**

Page in attached summary where alignment is discussed:

**S1.10. State needs met by this program (list):**

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

**S1.11. 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 to students via e-learning

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

**Section 2. Complete if deletion or suspension of admissions with intent to delete a program of study is proposed.**

**S2. Other programs affected by the proposed action, including those at other campuses (please list):**

Program(s) Affected	Anticipated Effect
None	None

**S2.1. Rationale for proposed change to program/school/college:**

Attach summary with additional information if needed:

**S2.2. Rationale for proposed deletion or suspension of admission with intent to delete (if relevant): Program has been suspended long term due to space limitations, so there are no students, faculty, or resources affected by this deletion.**

Attach summary with additional information if needed:

**S2.3. Project the teach out enrollments (headcount of majors):**

Year 1: 0	Year 2: 0	Year 3: 0	Year 4: 0
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S2.4. Number\* of TA or faculty positions eliminated:

Graduate TA	0
Adjunct	0
Term	0
Tenure track	0

S2.5. Number\* of TAs or faculty to be reassigned:

Graduate TA	0
Adjunct	0
Term	0
Tenure track	0

Former assignment of any reassigned faculty:  
 For more information see page \_\_\_\_\_ of the attached summary.

\*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.

Submitted by the University of Alaska Anchorage

(choose one above)


 \_\_\_\_\_ / 10/10/2016
 \_\_\_\_\_ / 10 OCT 2016  
 Provost Date Chancellor Date

Consensus Support of SAC
  Not Supported by SAC

Recommend Approval by VPAAR
  Recommend Disapproval by VPAAR


 \_\_\_\_\_ / 10/19/16  
 UA Vice President for Academic Affairs & Research Date

Attachments:  Summary of Degree or Certificate Program Proposal  Other (e.g. Summary of Degree/Certificate/Program Deletion Proposal)  
 Rvsd 09/12/2016



UNIVERSITY OF ALASKA ANCHORAGE  
Office of Academic Affairs  
3211 Providence Drive  
Anchorage, AK 99508-4614

August 21, 2014

Dr. Sandra Elman, President  
Northwest Commission on Colleges and Universities  
8060 165<sup>th</sup> Avenue NE, Suite 100  
Redmond, Washington 98052

Dear Dr. Elman,

This letter is provided as an annual update to the Commission regarding new and continuing program suspensions. These suspensions have been approved in accordance with the university's program suspension policies, which include communication with students and coordination with affected programs. Those suspended programs which are planned for deletion will follow the university's process, which ensures that current students are accommodated and requires approval by the Board of Regents and NWCCU.

If you have questions about these program suspensions, please do not hesitate to call me.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'MC', with a long horizontal flourish extending to the right.

Megan Carlson  
Assistant Vice Provost  
Accreditation Liaison Officer  
Phone: (907) 786-1054 / Email: [macarlson@uaa.alaska.edu](mailto:macarlson@uaa.alaska.edu)

Cc: *Chancellor Case, Provost Baker, Vice Provost Kalina*

**Table 1: Suspended Programs**

<i>College</i>	<i>Program</i>	<i>Level</i>	<i>Date Suspended</i>	<i>Suspension Purpose</i>	<i>July 2014 Status</i>
CAS	Art Education	Minor	5/12/14	Intention to delete	Planned for deletion process in AY15
CAS	Public Administration	Minor	5/12/14	Temporary suspension	Plan to reinstate within a year
CBPP	Supply Chain Management	GC	AY11	Intention to delete	Submitted to NWCCU 6/10/14
COE	Educational Leadership: Superintendent	GC	AY14	Temporary suspension	During program revision to align with program accreditation standards
COE	e-Learning	GC	AY10	Intention to delete	Planned for deletion process in AY15
COE	School-Age Care: Administration	OEC	AY10	Low demand in field	Remains suspended
COE	School-Age Care: Practitioner	OEC	AY10	Low demand in field	Remains suspended
COH	Massage Therapy	UC	AY05	Pending space and resources	Remains suspended, will reassess when more health program space is available
COH	Paralegal Studies	UC	AY13	Replaced with other levels	Planned for deletion following teach-out
COH	Pharmacy Technology	UC	AY04	Replaced with other levels	Planned for deletion process in AY15
CTC	Apprenticeship Technology	AAS	AY14	Intention to delete	Planned discontinuation to reprioritize resources to BS Technology
CTC	Career and Technical Education	GC	AY14	Intention to delete	Final decisions on revision/deletion by the end of AY16
CTC	Career and Technical Education	MS	AY14	Intention to delete	Final decisions on revision/deletion by the end of AY16
CTC	Nutrition	BS	AY11	Demand exceeded resources	Admission remains suspended until sufficient resources are available
KPC	Mechanical Technology	UC	AY13	Consideration of deletion	Planned for deletion process in AY15
KPC	Small Business Management	UC	AY13	Consideration of deletion	Planned for deletion process in AY15
MSC	Architectural & Engineering Technology	AAS	AY13	Potential deletion at one site. Retaining at CTC.	Planned for deletion process in AY15

<i>College</i>	<i>Program</i>	<i>Level</i>	<i>Date Suspended</i>	<i>Suspension Purpose</i>	<i>July 2014 Status</i>
MSC	Architectural Drafting	UC	AY13	Potential deletion at one site. <b>Retaining at CTC.</b>	Planned for deletion process in AY15
MSC	CAD for Building Construction	OEC	AY13	Potential deletion at one site. <b>Retaining at CTC.</b>	Planned for deletion process in AY15
MSC	Civil Drafting	OEC	AY13	Potential deletion at one site. <b>Retaining at CTC.</b>	Planned for deletion process in AY15
MSC	Mechanical & Electrical Drafting	OEC	AY13	Potential deletion at one site. <b>Retaining at CTC.</b>	Planned for deletion process in AY15
MSC	Structural Drafting	OEC	AY13	Potential deletion at one site. <b>Retaining at CTC.</b>	Planned for deletion process in AY15
MSC	Veterinary Assisting	OEC	AY14	Program revision	Developing Veterinary Technology AAS in AY15, will evaluate resources for both
KOD	Bookkeeping Support	OEC	AY13	Potential deletion at remaining site	Review for possible deletion. Deletion at CTC, KPC, and MSC approved by NWCCU 7/11/14.
CTC, KOD, KPC, MSC	Computer Information & Office Systems	UC	AY08	Intention to delete	Submitted to NWCCU 6/10/14



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December 18, 2014

Ms. Megan Carlson  
Assistant Vice Provost  
University of Alaska Anchorage  
3211 Providence Drive  
Anchorage, AK 99508

Dear Assistant Vice Provost Carlson:

This letter is in reply to your correspondence dated August 21, 2014, seeking approval from the Northwest Commission on Colleges and Universities (NWCCU) for University of Alaska Anchorage (UAA) to delete, suspend, and revise 24 degree and certificate program curricula at the undergraduate and graduate level in addition to minor areas of study and occupational endorsements.

Those curricula that UAA intends to delete are as follows noting a timeline if applicable:

- ✓ • Minor in Art Education (Academic Year 2016)
- ✓ • Undergraduate Certificate program in Mechanical Technology (Academic Year 2015)
- ✓ • Undergraduate Certificate program in Small Business Management (Academic Year 2015)
- ✓ • Undergraduate Certificate program in Architectural & Engineering Technology (Academic Year 2015)
- ✓ • Undergraduate Certificate program in Architectural Drafting (Academic Year 2015 at one instructional site)
- ✓ • Undergraduate Certificate program in Paralegal Studies
- ✓ • Undergraduate Certificate program in Pharmacy Technology (Academic Year 2015)
- ✓ • Associate of Applied Science degree program in Apprenticeship Technology
- ✓ • Associate of Applied Science program in Architectural & Engineering Technology (Academic Year 2015 at one instructional site)
- ✓ • Graduate Certificate program in e-Learning (Academic Year 2015)
- ✓ • Graduate Certificate program in Career Technical Education (Academic Year 2016)
- ✓ • Master of Science degree program in Career Technical Education (Academic Year 2016)
- ✓ • Occupational Endorsement Certificate program for CAD for Building Construction (Academic Year 2015 at one instructional site)
- ✓ • Occupational Endorsement Certificate program for Civil Drafting (Academic Year 2015 at one instructional site)
- ✓ • Occupational Endorsement Certificate program for Mechanical & Electrical Drafting (Academic Year 2015 at one instructional site)
- ✓ • Occupational Endorsement Certificate program for Structural Drafting (Academic Year 2015 at one instructional site)
- ✓ • Occupational Endorsement Certificate program for Bookkeeping Support (potentially at one remaining instructional site)



Assistant Vice Provost Carlson  
Page Two  
December 18, 2014

Those UAA curricula remaining suspended are as follows:

- √• Undergraduate Certificate in Massage Therapy
- √• Bachelor of Science degree program in Nutrition
- √• Occupational Endorsement Certificate program in School-Age Care: Administration
- √• Occupational Endorsement Certificate program in School-Age Care: Practitioner

Those UAA curricula to be temporarily suspended are as follows:

- √• Minor in Public Administration (planned for reinstatement in one year)
- √• Graduate Certificate program in Educational Leadership: Superintendent (program revision)

The UAA program to be revised is as follows:

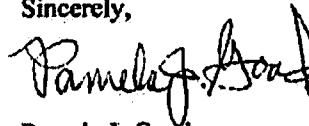
- Occupational Endorsement Certificate program for Veterinary Assisting

The Commission has approved the abovementioned deletions, suspensions, and revision of UAA curricula as *minor changes* under Commission Policy, *Substantive Change*. The Commission notes that enrolled students were accommodated to complete their studies. Accordingly, the deletions, suspensions, and revision of the abovementioned UAA curricula are now included under the accreditation of University of Alaska Anchorage.

Those changes mentioned in your correspondence previously approved by NWCCU remain in the institution's folder as approved.

Thank you for keeping the Northwest Commission on Colleges and Universities apprised of the developments and initiatives at University of Alaska Anchorage. If you have questions, please let me know.

Sincerely,



Pamela J. Goad  
Vice President

PJG:pg

cc: Mr. Thomas R. Case, Chancellor  
Dr. Sandra E. Elman, President, NWCCU