



**Academic Affairs**  
UNIVERSITY of ALASKA ANCHORAGE

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November 1, 2019

TO: Paul Layer, Vice President for Academics, Students, and Research

FROM: John Stalvey, Interim Provost, University of Alaska Anchorage *John R Stalvey*

RE: Discontinuation of the Civil Technology Undergraduate Certificate

Attached is the Program Action Request (PAR) form seeking Board of Regents action to discontinue the Undergraduate Certificate in Civil Technology. Also attached is the University of Alaska Anchorage (UAA) letter to the Northwest Commission on Colleges and Universities (NWCCU) dated November 15, 2016 informing the NWCCU of the suspension of admissions to the program.

As a result of Program Prioritization and a follow-up Program Review, admissions to the certificate were suspended in November 2016 to evaluate industry needs. Following further review in 2017, it was decided to discontinue the certificate following teach out. The related Architectural and Engineering Technology AAS was retained for curriculum revision, and reactivated in February 2019.

Consistent with UAA's suspension guidelines, a teach out of all students in the program has been completed and no students remain in the program. There are no resources or faculty tied to the programs. There are no other impacts on programs or stakeholders.



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

1a. UA University UAA	1b. School or College Community and Technical College	1c. Department or Program Community and Technical College																																								
2. Complete Program Title Civil Technology Undergraduate Certificate																																										
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 <input type="checkbox"/> Change <input checked="" type="checkbox"/> Discontinue	5. Implementation date (semester, year) <input type="checkbox"/> Fall <input checked="" type="checkbox"/> Spring <input type="checkbox"/> Summer          Year 2020																																									
6. Projected Revenue and Expenditure Summary (not required if the requested action is discontinuation). Provide information for the 5 <sup>th</sup> year after 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; or 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 7d.)																																										
<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: left;">Projected Annual Revenues in FY</th> <th colspan="2" style="text-align: left;">Projected Annual Expenditures in FY</th> </tr> </thead> <tbody> <tr> <td colspan="2"><b>Unrestricted</b></td> <td>Salaries &amp; benefits (faculty and staff)</td> <td>\$</td> </tr> <tr> <td>General Fund</td> <td>\$</td> <td>Other (commodities, services, etc.)</td> <td>\$</td> </tr> <tr> <td>Student Tuition &amp; Fees</td> <td>\$</td> <td><b>TOTAL EXPENDITURES</b></td> <td>\$</td> </tr> <tr> <td>Indirect Cost Recovery</td> <td>\$</td> <td>One-time Expenditures to Initiate Program (if &gt;\$250,000)</td> <td></td> </tr> <tr> <td>TVEP or Other (specify):</td> <td>\$</td> <td>(These are costs in addition to the annual costs, above.)</td> <td></td> </tr> <tr> <td colspan="2"><b>Restricted</b></td> <td>Year 1</td> <td>\$</td> </tr> <tr> <td>Federal Receipts</td> <td>\$</td> <td>Year 2</td> <td>\$</td> </tr> <tr> <td>TVEP or Other (specify):</td> <td>\$</td> <td>Year 3</td> <td>\$</td> </tr> <tr> <td><b>TOTAL REVENUES</b></td> <td>\$</td> <td>Year 4</td> <td>\$</td> </tr> </tbody> </table>			Projected Annual Revenues in FY		Projected Annual Expenditures in FY		<b>Unrestricted</b>		Salaries & benefits (faculty and staff)	\$	General Fund	\$	Other (commodities, services, etc.)	\$	Student Tuition & Fees	\$	<b>TOTAL EXPENDITURES</b>	\$	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.)		<b>Restricted</b>		Year 1	\$	Federal Receipts	\$	Year 2	\$	TVEP or Other (specify):	\$	Year 3	\$	<b>TOTAL REVENUES</b>	\$	Year 4	\$
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Page # of attached summary where the budget is discussed, including initial phase-in: N/A																																										
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.																																										
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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.																																										
9. Projected Enrollments (headcount of majors). If this is a program discontinuation request, project the teach-out enrollments.																																										
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Page number of attached summary where demand for this program is discussed: 1																																										

<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.

<p>10. Number<sup>2</sup> of new TA or faculty hires anticipated (or number of positions eliminated if a program discontinuation):</p> <table border="1" style="width: 100%;"> <tr><td>Graduate TA</td><td>0</td></tr> <tr><td>Adjunct</td><td>0</td></tr> <tr><td>Term</td><td>0</td></tr> <tr><td>Tenure track</td><td>0</td></tr> </table>	Graduate TA	0	Adjunct	0	Term	0	Tenure track	0	<p>11. Number<sup>2</sup> of TAs or faculty to be reassigned:</p> <table border="1" style="width: 100%;"> <tr><td>Graduate TA</td><td>0</td></tr> <tr><td>Adjunct</td><td>0</td></tr> <tr><td>Term</td><td>0</td></tr> <tr><td>Tenure track</td><td>0</td></tr> </table> <p>Former assignment of any reassigned faculty: N/A For more information see page _____ of the attached summary.</p>	Graduate TA	0	Adjunct	0	Term	0	Tenure track	0
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12. Other programs affected by the proposed action, including those at other campuses (please list):

Program Affected	Anticipated Effect
N/A	N/A

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

<p>13. Specialized accreditation or other external program certification needed or anticipated. List all that apply or 'none': None</p>	<p>14. Aligns with University or campus mission, goals, core themes, and objectives (list): Discontinuation of programs to assure best use of limited resources, and alignment of programs with state needs</p> <p>Page in attached summary where alignment is discussed: 1</p>
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15. Aligns with Shaping Alaska's Future themes: Accountability to the people of Alaska through consolidation and discontinuation of programs to assure best use of limited resources, and alignment of programs with state needs

Page in attached summary where alignment is discussed: 1

<p>16. State needs met by this program (list): N/A</p> <p>Page in the attached summary where the state needs to be met are discussed:</p>	<p>18. Program is initially planned to be: (check all that apply)</p> <p><input type="checkbox"/> Available to students attending classes at campus(es).</p> <p><input type="checkbox"/> Available to students via e-Learning</p> <p><input type="checkbox"/> Partially available to students via e-Learning</p> <p>Page # in attached summary where e-Learning is discussed: N/A</p>
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17. Yes or No (circle one) If this program is an addition, would program be eligible for State's Eligible Training Provider List program?  
([Click here for more information](#))

Submitted by the University of Alaska Anchorage.

<u>John ROSTolvey</u> Provost	11/11/2019 Date	<u>OTR, Seale</u> Chancellor	11/1-1-19 Date
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Consensus support of AC       Not supported by AC

Recommend approval by VPASR  
 Recommend disapproval by VPASR

<u>Paul W. Lays</u> UA Vice President for Academics, Students & Research	11/6/19 Date
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<sup>2</sup>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.



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November 15, 2016

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 to notify the Commission of the suspension of admissions to the Architectural Engineering and Technology associate degree and related certificates. Admissions to the programs were suspended following a Program Review. The following programs are included in this suspension:

- Architectural and Engineering Technology AAS (60 credits)
- Architectural Technology Undergraduate Certificate (30 credits)
- Civil Technology Undergraduate Certificate (31 credits)
- Mechanical & Electrical Technology Undergraduate Certificate (31 credits)
- Structural Technology Undergraduate Certificate (31 credits)

The attached summary provides information about the considerations that went into the decision to suspend admissions into these programs. Consistent with UAA's suspension guidelines, the Community and Technical College has submitted a plan to accommodate the programs' current majors and a plan to communicate with students and other stakeholders. Institutional services and resources will continue to be available to students as they complete these programs.

Suspension of admissions into a program is approved by the appropriate Dean/Director, the Provost and Executive Vice Chancellor for Academic Affairs, and the Chancellor. This notification will be submitted to the UA System Vice President for Academic Affairs and Research, so he can notify the Board of Regents.

We ask that the Commission update its record of UAA's programs to reflect this change. If you have questions, please do not hesitate to contact us.

Sincerely,

A handwritten signature in blue ink that reads "Tom Case" followed by a stylized set of initials in parentheses, likely "(R.C.)".

Thomas R. Case  
Chancellor

Attachments: Substantive Change Form, Provost Approval Memo

Cc: Provost Gingerich, Vice Provost Kalina, Accreditation Functions Director Carlson, Dean Runge