



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 College of Business and Public Policy	1c. Department or Program CBPP (delivered solely on Kenai Peninsula College community campus)
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2. Complete Program Title: Small Business Management 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	5. Implementation date (semester, year)
<input type="checkbox"/> Add <input type="checkbox"/> Change <input checked="" type="checkbox"/> Discontinue	<input type="checkbox"/> Fall <input checked="" type="checkbox"/> Spring <input type="checkbox"/> Summer Year 2018

6. Projected Revenue and Expenditure Summary (not required if the requested action is discontinuation). Provide information for the 5th year after 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; or 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	
Unrestricted		Salaries & benefits (faculty and staff)	\$
General Fund	\$	Other (commodities, services, etc.)	\$
Student Tuition & Fees	\$	TOTAL EXPENDITURES	\$
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	\$	Year 4	\$

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.

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 ¹	\$	\$
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.
 N/A

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

Year 1: 0	Year 2:	Year 3:	Year 4:
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Page number of attached summary where demand for this program is discussed: N/A

¹Sometimes 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. Number² of new TA or faculty hires anticipated (or number of positions eliminated if a program discontinuation):

Graduate TA	
Adjunct	
Term	
Tenure track	

11. Number² of TAs or faculty to be reassigned:

Graduate TA	
Adjunct	
Term	
Tenure track	

Former assignment of any reassigned faculty: n/a
For more information see page _____ of the attached summary.

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

Program Affected	Anticipated Effect

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': n/a

14. Aligns with University or campus mission, goals, core themes, and objectives (list): Elimination of programs to assure best use of limited resources

Page in attached summary where alignment is discussed:

15. Aligns with Shaping Alaska's Future themes:

Accountability to the people of Alaska through consolidation and elimination of programs to assure best use of limited resources

Page in attached summary where alignment is discussed:

16. State needs met by this program (list): n/a

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)

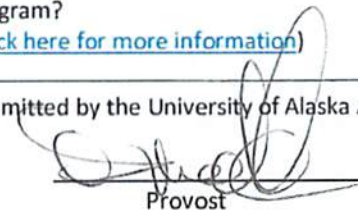
- Available to students attending classes at campus(es).
- Available to students via e-Learning
- Partially available to students via e-Learning

Page # in attached summary where e-Learning is discussed: n/a

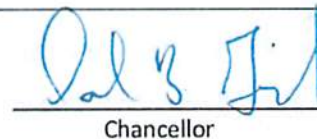
17. Yes or No (circle one) If this program is an addition, would program be eligible for State's Eligible Training Provider List program?

[\(Click here for more information\)](#)

Submitted by the University of Alaska Anchorage.


Provost

12/12/17
Date


Chancellor

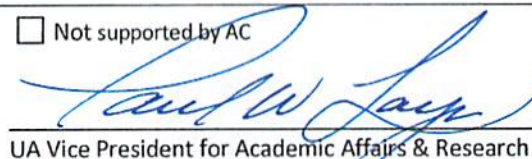
12/14/17
Date

Consensus support of AC

Not supported by AC

Recommend approval by VPAAR

Recommend disapproval by VPAAR


UA Vice President for Academic Affairs & Research

12/15/17
Date

²Net 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: 08/07/2017



Academic Affairs
UNIVERSITY of ALASKA ANCHORAGE

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December 12, 2017

TO: Statewide Academic Council, University of Alaska

FROM: Duane Hrnecir, Interim Provost and Vice Chancellor,
University of Alaska Anchorage



RE: Discontinuation of the Small Business Management Undergraduate Certificate

Attached is the Program Action Request (PAR) form seeking Board of Regents Action to discontinue the Small Business Management 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.

Admissions to the Undergraduate Certificate were suspended in 2012 with planned deletion due to lack of interest. The Certificate is delivered solely on the Kenai Peninsula College community campus. Consistent with UAA's suspension guidelines, a teach out has been completed and no students remain in the program. There are no resources or faculty tied to the program. There are no other impacts on programs or stakeholders.



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 165th 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 blue ink, appearing to read 'M Carlson', 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

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