ACADEMIC PROGRAM REVIEW

INTERIM PROGRESS REPORT FORM

This form is composed of three parts: the Program Section, the Dean Section, and the Provost Section. Guidance for submission is provided in each section.

Using the Form: The form is pre-loaded with information specific to each program and posted on the Program Review website. The program should download and save their form to begin using it. The form is locked, so instructions are viewable and the only sections of the document that can be edited are the form fields.

The form uses narrative, text, and drop-down boxes. Narrative boxes have a character limit, which includes spaces. When using text and drop-down boxes, if you want to undo an answer, press "Control-Z" or "Command-Z."

Responses are to be narrative only, and must be ADA and FERPA compliant. Do not embed any links, including to webpages or other documents. To be FERPA compliant, do not include the names of any current or former students. Rather, use statements such as, "In AY21 four program graduates were accepted to graduate programs in the field." Programs with specialized accreditation or other external recognitions must comply with restrictions regarding what can be published, as per the accreditor or external organization. Do not include appendices. Appendices to this form will not be accepted.

Assistance: For technical assistance with this form, email Academic Affairs (uaa.oaa@alaska.edu).

Submission Date: 3/1/2021

Name and title of person(s) submitting the report: Dr. Helena S. Wisniewski, Professor of Entrepreneurship and Dept. Chair Management, Marketing, Logistics and Business Analytics

Program(s) in the report: AAS Business Computer Information Systems

Specialized Accrediting Agency (if applicable): N/A

Campuses where program is delivered: ☑ **Anchorage** ☐ **KOD** ☐ **KPC** ☐ **MSC** ☐ **PWSC**

Year of last review: AY2020

Final decision from last review: Revision

PROGRAM SECTION

After completing the Program Section, the program should email this form to the dean, and copy uaa.oaa@alaska.edu for posting. If the program is delivered on a community campus, copy the appropriate community campus director(s) as well.

For each current recommendation listed below, provide a timeline for addressing the recommendation, an indication of how you will know when the recommendation has been successfully achieved, a brief

description of actions taken to date, and any evidence that the actions have been successful. Programs can access current data on the [IR-Reports Program Review site](#).

Recommendation 1:   Revise the curriculum to include 100- and 200-level courses and develop 100- and 200-level courses appropriate to an AAS. The revision is to be completed in AY21 for implementation in fall 2021, or a request to delete the program after admissions are suspended and teach out is complete will be submitted.

Timeline *(2000 characters or less)*

The program recommends suspending admissions to the AAS BCIS program and deleting the program. Faculty are developing an OEC in Business Analytics to meet current demand and needs. The reasons for deleting the program include the following. Enrollment has been consistently low in the program. For example, between 2013 to 2016 there were a total of 25 to 35 students enrolled with an average of 7 new applicants a year. Over the last four years the total has averaged less than 20, with 4 new enrollments annually. The AAS BCIS was created as a bridge to the BBA MIS, which was deleted and will negatively impact the AAS BCIS enrollment. Another reason is that the 2019 expedited review recommends that 100 and 200 level courses are needed in the AAS as too many 300 level courses are listed. This would necessitate creating and teaching new courses that would take faculty resources. Such faculty resources are not available due to the department downsizing from seven full time faculty to five. Moreover, one full time faculty member will be on sabbatical in fall 2021 and another will only work part-time in AY 21/22. The remaining faculty will support the BBA MIS teach-out, the MIS minor, and the new OEC. The OEC uses courses that currently exist in the minor and the BBA MIS teach-out that is through 2024. The OEC can increase enrollment. It is in a high demand job area that will attract and retain students and contribute to student success. It opens up possibilities to people working who would like to sharpen skills, and other majors within UAA who would like to learn skills in analytics to enhance future employment possibilities. It also provides an opportunity for faculty to teach courses aligned with their skills and research. Suspension of the AAS BCIS and the new OEC are scheduled for Fall 2021. Updates for courses in the minor and the proposed OEC are scheduled for spring and fall 2021. The AAS teach out will last the normal 5-year catalog expiration of a UAA AAS degree.

How will you know the recommendation has been successfully achieved? Include description of data or metrics used and method used to determine success. *(2000 characters or less)*

The recommendation for the OEC will be successful when the number of students enrolled within two years exceed the number of students currently enrolled in the AAS. Also, when the average number of students who complete the certificate (per academic year) exceeds the average number who graduated with the AAS in the recent two years.

Actions taken to date and evidence of success to date. *(2000 characters or less)*

The program recommends suspending admissions to the AAS BCIS program, deleting the program and developing an OEC in Business Analytics to meet current demand and needs. The MMLBA department has selected the courses for the OEC in Business Analytics, and started the CIM process for approvals.

Future actions to take, if applicable. *(2000 characters or less)*

N/A

Recommendation 2:   Improve efficiency measures through course caps and streamlined scheduling of required courses.

Timeline *(2000 characters or less)*

The program recommends suspending admissions to the program, deleting the program and developing an OEC to meet current demand and needs. Streamlined scheduling and efficiency is achieved as the courses in the OEC are currently being offered, and are therefore aligned with current course schedules. Caps for individual courses are set when scheduling is performed based on demand.

How will you know the recommendation has been successfully achieved? Include description of data or metrics used and method used to determine success. *(2000 characters or less)*

N/A

Actions taken to date and evidence of success to date. *(2000 characters or less)*

Actions taken to date: began the approval process for the OEC in Business Analytics.

Future actions to take, if applicable. *(2000 characters or less)*

N/A

Recommendation 3:   Develop a more detailed timeline of when actions/tasks will occur in order to conduct a program needs assessment to identify recruiting and retention efforts as well as ways to meet industry demand.

Timeline *(2000 characters or less)*

The OEC in Business Analytics (BA) meets industry demands. Over 2.5 quintillion bytes of data are created every single day, and it's only going to grow from there. Businesses recognize the need to make sense out of this data to improve efficiency, effectiveness and competitiveness, and are hiring persons with the skills to do so. Therefore, persons who have the skills to gather, analyze and present the data for decision making, are in high demand and this demand will continue to grow dramatically over the coming decades. The Bureau of Labor Statistics projects jobs in BA to increase by 21 percent by 2024, which is 3 times the national average, and by 2029 it projects 970,200 jobs in this area. The BA OEC will prepare students to meet this demand. This OEC can recruit students not only in business but across various majors at the different UAA Colleges. In addition, persons who are employed can acquire and/or improve their skills in this area to enhance their value to their organization. These skills cut across multiple fields: Healthcare, Human Resources, Management, Marketing, Manufacturing, Logistics, and Supply Chain Management. Also, courses taken in the OEC can be applied to the BBA in BA and AI once it is in place. Having an OEC in a high job demand area will be beneficial to student recruitment, retention and success. If the OEC is approved in Spring 2021, recruiting can start in summer 2021 and continue into the fall. Recruitment activities include the following. Create an informative, slick digital brochure for dissemination as part of the advertising to the community via organizations such as the WTCA, Chamber

of Commerce, Rotary Clubs, CBPP Dean's Advisory Board, and directly to Companies in Anchorage. To UAA students send out information about the OEC through Mailchimp and social media, and advertise on the CBPP website. Have faculty advertise it in their classes, disseminate advertisement to other UAA colleges across the campus and community colleges.

How will you know the recommendation has been successfully achieved? Include description of data or metrics used and method used to determine success. *(2000 characters or less)*

The metrics for success will be the number of students who sign up to pursue the OEC and complete the OEC. The target goal for the first year will be that the number of students who sign up for the OEC will be at least 10 per semester, which exceeds the average number of students who enrolled in the AAS BCIS in each of the last 2 years.

Actions taken to date and evidence of success to date. *(2000 characters or less)*

N/A

Future actions to take, if applicable. *(2000 characters or less)*

N/A

Recommendation 4: *Develop, implement, and assess new outreach activities to determine what new resources are needed to grow enrollment. Refer to the program review recommendations from Spring 2019.*

Timeline *(2000 characters or less)*

No additional resources are required, for the OEC in Business Analytics. The OEC can use existing resources. Faculty who will teach the OEC courses are currently teaching those courses in the MIS minor, and the teach-out for the BBA MIS. However, to increase enrollment new outreach activities are required. These are mentioned in Recommendation #3 for recruitment purposes. They include create an informative, slick digital brochure for dissemination as part of the advertising to the community via organizations such as the WTCA, Chamber of Commerce, Rotary Clubs, CBPP Dean's Advisory Board, and directly to Companies in Anchorage. To UAA students send out information about the OEC through Mailchimp and social media, and advertise on the CBPP website. Have faculty advertise it in their classes, disseminate advertisement to other UAA colleges across the campus and community colleges. The Dean's Advisory Board can be a valuable resource to assist with recruitment ideas.

How will you know the recommendation has been successfully achieved? Include description of data or metrics used and method used to determine success. *(2000 characters or less)*

The number of new enrollments in the OEC program.

Actions taken to date and evidence of success to date. *(2000 characters or less)*

Since the program has not yet been launched, we cannot determine the success of the outreach at this point. However, we have begun dialogues with business leaders representing multiple business

sectors in Anchorage, including some members of the CBPP Dean's Advisory Board.

Future actions to take, if applicable. *(2000 characters or less)*

N/A

Recommendation 5: ***Determine whether the AAS BCIS degree program makes sense to have in the College of Business and Public Policy or is better suited for the Community and Technical College whose focus is on the associate degrees and technical training.***

Timeline *(2000 characters or less)*
 It makes sense that the OEC in Business Analytics reside in CBPP, since Business Analytics is an area of study in CBPP, and the courses offered in the OEC are taught by CBPP faculty with expertise in the areas. In addition, we feel that the OEC can be beneficial to CTC. Students in their current CTC programs can pursue the OEC while they are enrolled in a CTC program. Also, depending on their major, students can work with their advisor to see if any of the OEC courses could apply towards their CTC program. This can help enhance their employment opportunities.

How will you know the recommendation has been successfully achieved? Include description of data or metrics used and method used to determine success. *(2000 characters or less)*
If students enroll in the OEC.

Actions taken to date and evidence of success to date. *(2000 characters or less)*
N/A

Future actions to take, if applicable. *(2000 characters or less)*
N/A

DEAN SECTION

After completing the Dean Section and signing it, the dean should email this form to the program, and copy uaa.oaa@alaska.edu for posting. If the program is delivered on a community campus, copy the appropriate community campus director(s) as well.

For each recommendation, comment on the progress to date and provide commendations and guidance as appropriate. *(2000 characters or less for each recommendation)*

Recommendation 1: ***Revise the curriculum to include 100- and 200-level courses and develop 100- and 200-level courses appropriate to an AAS. The revision is to be completed in AY21 for implementation in fall 2021, or a request to delete the program after admissions are suspended and teach out is complete will be submitted.***

Recommendation 2: ***Improve efficiency measures through course caps and streamlined scheduling of required courses.***

Recommendation 3: **Develop a more detailed timeline of when actions/tasks will occur in order to conduct a program needs assessment to identify recruiting and retention efforts as well as ways to meet industry demand.**

Recommendation 4: **Develop, implement, and assess new outreach activities to determine what new resources are needed to grow enrollment. Refer to the program review recommendations from Spring 2019.**

Recommendation 5: **Determine whether the AAS BCIS degree program makes sense to have in the College of Business and Public Policy or is better suited for the Community and Technical College whose focus is on the associate degrees and technical training.**

Dean's overall recommendation to the provost: Select a recommendation.

> **If recommending Suspension with Follow-up Program Review, that review will need to be in AY2022 or AY2023. Please indicate which year:** Select Academic Year.

Dean's signature: _____   **Date:** Select date.

PROVOST SECTION

After completion and signature, the Provost will email the final decision to the program and dean, with a copy to uaa.oaa@alaska.edu for posting. If the program is delivered on a community campus, copy the appropriate community campus director(s) as well.

Provost's commendations, additional or adjusted recommendations, if any, and other general comments *(3000 characters or less)*:

Final decision: Select a final decision.

1/8/2021

Provost's signature: _____ **Date:** Select date.