UAA Prospectus Questions

Note: The prospectus is submitted through the curriculum system as described on the Curriculum website. This list of questions is provided for reference as faculty prepare to submit their prospectus.

College:
Department:
Prospectus Title:
Effective Catalog:

Program Overview:
Describe the program and how it aligns with and fits into the current offerings at UAA and within the UA system. Include a brief history of the development of the program. If outside groups were consulted, e.g. advisory boards or other institutions, include that information. If the program will be in partnership with other units inside or outside the UA system, indicate this and describe how the roles and responsibilities will be assigned and coordinated.

Mission and Strategic Alignment
Address how the program aligns with the following:

A. UAA 2017 Strategic Plan (www.uaa.alaska.edu/strategicplan/index.cfm)
B. UA Academic Master Plan (www.alaska.edu/files/shapingalaskasfuture/AMP_021711.pdf)
C. UA Shaping Alaska’s Future (www.alaska.edu/files/shapingalaskasfuture/SAF-FINAL.pdf)

Please reference specific priorities/goals/issues in this response (such as “Shaping Alaska’s Future Theme 1, Issue C.”)

Student Demand and State Needs
Using evidence, describe the demand for and state needs met by the proposed program. Please indicate sources for any data you have yet to collect (e.g. student or community surveys).

If documents supporting demand are available, they may be attached at the end of this form.

Enrollment Projections
Projection of enrollments (full-time equivalent, or FTE, and headcount) and graduates over next five years.

<table>
<thead>
<tr>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Year 4</th>
<th>Year 5</th>
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<tbody>
<tr>
<td>FTE Enrollment</td>
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<tr>
<td>Enrollment Headcount</td>
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<td>Graduates</td>
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Student Opportunities and Student Success
Describe how this program will serve students, including a description of the intended student population. Consider intellectual, personal and professional growth, as well as immediate and future career opportunities. Include high-impact practices, such as opportunities for research and community engagement for admitted students. Also include plans to support student success relative to the program.

Current Capacity and Quality
Describe the existing library, equipment, and similar resource availability, appropriateness, and quality.

Resource Implications
Describe how the program will be funded. If there are new resources needed, where will these come from? Is the funding already secured? If grants or contracts are expected to support the program, indicate the amount anticipated and the expiration date. Please include all relevant items (e.g. faculty, staff, student success programming, faculty development, space and renovations, technology, equipment, materials, etc.). Be sure to address library resources.

Affected Programs
Identify other programs affected by the proposed action, including those at other MAUs, that may depend on or interact with the proposed program (e.g. GER course requirements, similar programs in other UA units, potential pathways between program levels). How has the department coordinated/will the department coordinate with affected units? For health programs, please include coordination with the Office of Health Programs Development.

Program Accreditation and Special Certifications
Are any specialized program accreditation/s or other external program certification/s needed or anticipated for this program? Have those requirements been taken into account in the program development?

Program Student Learning Outcomes and Plan for Assessment
The program student learning outcomes and assessment tools should match those in the catalog copy and the Academic Program Assessment Plan submitted at the end of this form.

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<th>Student Learning Outcome</th>
<th>Plan for Assessment</th>
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Outline of Schedule for Implementation of the Program
Examples of milestones are instruction commences, admissions to the program open, program accreditation sought and first graduates.
Critical Milestone | Date
---|---

Discuss E-learning Options, If Applicable:

*If there are pedagogical or technological reasons the program cannot be offered through e-learning, please briefly note those reasons.*

Faculty and Staff

*Describe the availability and quality of faculty and/or staff to support the program. What educational and professional experience and qualifications will the primary faculty and adjuncts bring relative to their program responsibilities? How does the program plan to recruit any new faculty and/or staff needed to support the program?*

Supporting Documents

*Include the following attachments:*

- BOR PAR (not required for OECs, WFCs, or minors)
- Catalog copy
- Academic program assessment plan (not required for WFCs or minors)
- Course descriptions for new or modified courses (These may be pulled from the catalog copy and courses submitted with the program.)
- Any articulation agreements and/or equivalency tables (Please contact Academic Affairs for guidelines on curricular articulation agreements, MOAs and MOUs, if applicable to this program.)
- Optional: additional supporting documentation. (Additional supporting documentation might include, for example, letters of support from the community, businesses, or advisory boards. Please only upload a few focused additional supporting documents.)