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PROGRAM/DEGREE REQUIREMENT CHANGE (MINOR)

SUBMITTED BY:

Department	Applied Business, Paralegal, and Accounting	College/School	CACD/ UAF Community and Technical College
Prepared by	C. Dexter	Phone	907-455-2837
Email Contact	<u>Charlie.Dexter@alaska.edu</u>	Faculty Contact	Charlie Dexter

See <http://www.uaf.edu/uafgov/faculty/cd> for a complete description of the rules governing curriculum & course changes.

PROGRAM IDENTIFICATION:

DEGREE PROGRAM	Applied Accounting
Degree Level: (i.e., Certificate, A.A., A.A.S., B.A., B.S., M.A., M.S., Ph.D.)	A.A.S.

A. CHANGE IN DEGREE REQUIREMENTS: (Brief statement of program/degree changes and objectives)

Minor wording corrections. One course number change (ABUS 142 change to ABUS 203)

B. CURRENT REQUIREMENTS AS IT APPEARS IN THE CATALOG:

Accounting, Applied
 College of Rural and Community Development
 Business Technologies Division
 Bristol Bay Campus 907-842-5109
 Chukchi Campus 907-442-3400
 Interior-Aleutians Campus 907-474-5439
 Kuskokwim Campus 907-543-4500
 Northwest Campus 907-443-2201
 Tanana Valley Campus 907-455-2800
<http://www.tvc.uaf.edu/programs/abus/accounting.html>
 A.A.S. Degree
 Minimum Requirements for A.A.S. Degree: 60 credits
 The applied accounting program prepares students for entry-level accounting positions in payables and/or receivables, bookkeeping and payroll accounting. This program covers financial decisionmaking tools for the small business operator as well.
 Courses in the applied accounting program address the concerns of modern business people and provide the training necessary to enhance business success. The applied accounting program prepares a student to enter the UAF School of Management's B.B.A. program in accounting in order to earn the 150 credits required to take the CPA exam in Alaska.
 Students entering the A.A.S. program are expected to have basic

computer skills equivalent to CIOS F150. Classes are scheduled in the evening to accommodate working students. Microcomputer and office technology labs are available for hands-on training.

Major — A.A.S. Degree

1. Complete the general university requirements (page 92).
2. Complete the A.A.S. degree requirements. (See page 96. As part of the A.A.S. degree requirements, complete ABUS F154 for the human relations requirement. ABUS F155 is the recommended computation course.)

3. Complete the following program (major) requirements:*

ABUS F101—Principles of Accounting I.....	3
ABUS F141—Payroll Accounting.....	3
ABUS F142—Office Accounting.....	3
ABUS F175—Customer Service (3)	
or ABUS F179—Fundamentals of Supervision (3).....	3
ABUS F201—Principles of Accounting II.....	3
ABUS F202—Principles of Accounting III.....	3
ABUS F210—Income Tax.....	3
ABUS F221—Microcomputer Accounting (3)	
or ABUS F220—Microcomputer Accounting:	
QuickBooks (3).....	3
ABUS F233—Financial Management.....	3
ABUS F235—Fund Accounting for Non-Profits (3)	
or ABUS F160—Principles of Banking (3).....	3
BA F151—Introduction to Business.....	3
CIOS F135—Microcomputer Spreadsheets (3)	
or CIOS F240—Microcomputer Databases (3).....	3
Department-recommended electives.....	9
4. Minimum credits required.....	60

* *Student must earn a C grade or better in each course.*

** *Students with Microsoft Office competency may substitute a more advanced CIOS course which fulfills certificate or degree requirements in lieu of CIOS F150.*

Minor

1. Complete the following:

ABUS F101—Principles of Accounting I.....	3
ABUS F201—Principles of Accounting II (3)	
or ABUS F235—Fund Accounting for Non-Profits (3).....	3
ABUS F210—Income Tax.....	3
ABUS F220—Microcomputer Accounting: QuickBooks (3)	
or ABUS F221—Microcomputer Accounting (3).....	3
BA F151—Introduction to Business.....	3
CIOS F135—Microcomputer Spreadsheets (3)	
or CIOS F240—Microcomputer Databases (3).....	3

2. Minimum credits required.....18

C. **PROPOSED REQUIREMENTS AS IT WILL APPEAR IN THE CATALOG WITH THESE CHANGES:**
 (Underline new wording ~~strike-through old wording~~ and use complete catalog format)

Accounting, Applied

College of Rural and Community Development

UAF Community and Technical College 907-455-2800

Business Technologies Division

Department of Applied Business, Paralegal, and Accounting

Bristol Bay Campus 907-842-5109

Chukchi Campus 907-442-3400

Interior Aleutians Campus 907-474-5439

Kuskokwim Campus 907-543-4500

Northwest Campus 907-443-2201

Tanana Valley Campus 907-455-2800

<http://www.tvc.uaf.edu/programs/abus/accounting.html>

<http://www.ctc.uaf.edu/programs/abus/accounting.html>

A.A.S. Degree

Minimum Requirements for A.A.S. Degree: 60 credits

The applied accounting program prepares students for entry and mid-level accounting positions in payables and/or receivables, bookkeeping and payroll accounting. This program covers financial decision-making tools for the small business operator as well.

Courses in the applied accounting program address the concerns of modern business people and provide the training necessary to enhance business success. The applied accounting program prepares a student to enter the UAF School of Management's B.B.A. program in accounting in order to earn the 150 credits required to take the CPA exam in Alaska.

Students entering the A.A.S. program are expected to have basic computer skills equivalent to CIOS F150. Classes are scheduled during the day, in the evening, and online to accommodate working students. Microcomputer and office technology labs are available for hands-on training.

Major — A.A.S. Degree

1. Complete the general university requirements (page 92).

2. Complete the A.A.S. degree requirements. (See page 96. As part

of the A.A.S. degree requirements, it is recommended that students complete ABUS F154 for the

human relations requirement. ABUS F155 is the recommended computation course.)

3. Complete the following program (major) requirements:*

ABUS F101—Principles of Accounting I.....3

ABUS F141—Payroll Accounting.....3

ABUS F142—Office Accounting.....3

ABUS F175—Customer Service (3)

or ABUS F179—Fundamentals of Supervision (3).....3

ABUS F201—Principles of Accounting II.....3

ABUS F202—Principles of Accounting III.....3

ABUS F203---Accounting Capstone.....3

ABUS F210—Income Tax.....3

ABUS F221—Microcomputer Accounting (3)

or ABUS F220—Microcomputer Accounting:

QuickBooks (3).....3

ABUS F233—Financial Management.....3

ABUS F235—Fund Accounting for Non-Profits (3)

or ABUS F160—Principles of Banking (3).....3

BA F151—Introduction to Business.....3

CIOS F135—Microcomputer Spreadsheets (3)

or CIOS F240—Microcomputer Databases (3).....3

Department-recommended electives.....9

4. Minimum credits required.....	60
<i>* Student must earn a C grade or better in each course.</i>	
<i>** Students with Microsoft Office competency may substitute a more advanced CIOS course which fulfills certificate or degree requirements in lieu of CIOS F150.</i>	
Minor	
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ABUS F101—Principles of Accounting I.....	3
ABUS F201—Principles of Accounting II (3)	
or ABUS F235—Fund Accounting for Non-Profits (3).....	3
ABUS F210—Income Tax.....	3
ABUS F220—Microcomputer Accounting: QuickBooks (3)	
or ABUS F221—Microcomputer Accounting (3).....	3
BA F151—Introduction to Business.....	3
CIOS F135—Microcomputer Spreadsheets (3)	
or CIOS F240—Microcomputer Databases (3).....	3
2. Minimum credits required.....	18

D. ESTIMATED IMPACT

WHAT IMPACT, IF ANY, WILL THIS HAVE ON BUDGET, FACILITIES/SPACE, FACULTY, ETC.
None

E. IMPACTS ON PROGRAMS/DEPTS:

What programs/departments will be affected by this proposed action? Include information on the Programs/Departments contacted (e.g., email, memo)
Applied Accounting only.

F. IF MAJOR CHANGE - ASSESSMENT OF THE PROGRAM:


Description of the student learning outcomes assessment process.)
N/A


JUSTIFICATION FOR ACTION REQUESTED

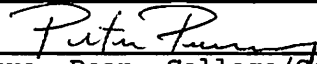
The purpose of the department and campus-wide curriculum committees is to scrutinize program/degree change applications to make sure that the quality of UAF education is not lowered as a result of the proposed change. Please address this in your response. This section needs to be self-explanatory. If you drop a course, is it because the material is covered elsewhere? Use as much space as needed to fully justify the proposed change and explain what has been done to ensure that the quality of the program is not compromised as a result.



Changes clean up confusing wording in catalog and corrects misleading course identification (ABUS 142).

APPROVALS:

	Date	9/15/2010
Signature, Chair, Program/Department of: Applied Business, Paralegal and Accounting		

	Date	9-28-10
Signature, Chair, College/School Curriculum Council for: UAF Community and Technical College		
CTC		

	Date	9/30/10
Signature, Dean, College/School of: Rural and Community development		
cecd		

ALL SIGNATURES MUST BE OBTAINED PRIOR TO SUBMISSION TO THE GOVERNANCE OFFICE		
	Date	
Signature, Chair, UAF Faculty Senate Curriculum Review Committee		