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**PROGRAM/DEGREE REQUIREMENT CHANGE (MAJOR/MINOR)**

**SUBMITTED BY:**

Department	CITS	College/School	CRCD
Prepared by	Keith Swarner	Phone	455-2820
Email Contact	keith.swarner@alaska.edu	Faculty Contact	Keith Swarner

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

**PROGRAM IDENTIFICATION:**

DEGREE PROGRAM	Information Technology Specialist		
Degree Level: (i.e., Certificate, A.A., A.A.S., B.A., B.S., M.A., M.S., Ph.D.)	Certificate and A.A.S.		

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

This Format 5 Program/Degree Requirement Change form provides details for proposed changes to the IT Specialist Certificate and A.A.S. degree.

**Proposed Certificate changes:**

Current Certificate requirements are designed to prepare individuals to be proficient users of computers and computer applications. The changes proposed through this Format 5 will shift the focus of the Certificate from developing skills for effective personal use and support of computer systems and applications to developing foundation-level support skills that will prepare students for entry-level IT positions and to continue their education in the IT Specialist A.A.S. degree program.

**Proposed A.A.S. degree changes:**

Current requirements for the associate degree program permit students to satisfy their Computation requirement using ABUS F155, ECE F117, HLTH F116, HUMS F117, PRT F155, TTCH F131, DEVM F105 or a MATH/CS/STAT course at the 100-level or above. Changes proposed within this Format 5 form will limit associate degree seeking students to the use of DEVM F105 or a MATH/CS/STAT course at the 100-level or above to meet their Computation requirement.

Current requirements for the Network and System Administration concentration and the Web Development and Administration concentration of the IT Specialist associate degree only permit the use of CITS and CS classes to satisfy general computing electives. Changes proposed within this Format 5 form will provide students the option of using CIOS classes to satisfy general computing electives in addition to the CITS and CS classes that are already permitted.

Finally, this Format 5 form proposes that two courses, CITS F212 and CITS F261, be added to section 3.a of the Computer Technology Support Concentration and that the CS F205 course be removed as an option to satisfy the introductory programming requirement listed within section 3.a of all three concentrations within the associate degree program.

**Information Technology Specialist**

College of Rural and Community Development  
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  
www.tvc.uaf.edu/its/

**Certificate; A.A.S. Degree**

Minimum Requirements for Certificate: 30 credits; for A.A.S. 60-61

The Information Technology Specialist certificate and associate programs teach students how to use, support, implement, and troubleshoot the computer and information technology systems found in educational, governmental and corporate settings.

The certificate program focuses on teaching students the essential skills required to effectively use and troubleshoot computers and computer applications. Students completing the certificate program can continue their education in the Information Technology Specialist A.A.S. or the Applied Business A.A.S. degree program.

The A.A.S. degree program prepares individuals to implement, support, and troubleshoot computer and information technology systems and obtain employment as an IT professional. Associate degrees in computer technology support, network and system administration, and web development and administration are offered.

Students entering either the certificate or A.A.S. degree program should meet with a faculty advisor to discuss program content requirements and develop an educational plan that matches the current skills and goals of the student. Students entering the certificate program are expected to have basic computer skills equivalent to CIOS 150. While not a requirement, it is recommended that students applying for admission into the associate program have computer experience equivalent to CIOS 128.

This degree program is delivered collaboratively within the UA system.

**Certificate Program**

1. Complete the general university requirements (page 92).
2. Complete the certificate degree requirements. (See page 94. As part of the human relations requirement complete ABUS 154 or ANTH 100X/SOC 100X or approved human relations course.)
3. Complete the following program (major) requirements:\*
  - a. Complete the following essentials in computing courses:
 

CIOS F128—Using and Configuring PC Operating Systems	
or CITS F201—Microcomputer Operating Systems Support .....	3
CIOS F130—Microcomputer Word Processing .....	3
CIOS F135—Microcomputer Spreadsheets.....	3
CIOS F146—Using Internet Tools and Technologies (3)	
or CITS F220—Implementing Internet Tools and Technologies.....	3
  - b. Complete 9 credits from the following or program coordinator approved:
 

CIOS F133—Microcomputer Presentation Software (3)	
CIOS F189—Microcomputer Applications: Topics**(3)	
CIOS F233—Desktop Publishing (3)	
CIOS F240—Microcomputer Databases (3)	
CIOS F255—Microcomputer Graphics (3)	
CIOS F258—Digital Photography (3)	
CITS F201—Microcomputer Operating Systems Support (3)	

CITS F202—Microcomputer Hardware Support (3)	
CITS F203—Information Technology Support Fundamentals (4)	
CITS F204—Introduction to Network Support and Administration (3)	
CITS F220—Implementing Internet Tools and Technologies (3)	
CITS F221—Graphics and Multimedia for the Web (3)	
CITS F222—Internet Authoring and Design (3) .....	9

4. Pass a certification review requiring students to demonstrate proficiency in the effective use of Applications, Operating Systems, and the Internet.
5. Minimum credits required..... 30

**Major — A.A.S. Degree**

**Concentrations: Computer Technology Support, Network and System Administration, Web Development and Administration**

**Computer Technology Support**

1. Complete the general university requirements (page 92).
2. Complete the A.A.S. degree requirements. (See page 96. As part of the human relations requirement complete ABUS F154 or ANTH 100X/SOC 100X or approved human relations course.)
3. Complete the following program (major) requirements:\*
  - a. Complete the following computer technology support courses:
 

CITS F201—Microcomputer Operating Systems Support (3) and CITS F202—Microcomputer Hardware Support (3) or CITS 203—Information Technology Support Fundamentals (4) .....	4-6
CITS F204—Introduction to Network Support and Administration (3) or CITS F241—Networking and LAN Infrastructure Basics (4) .....	3-4
CITS 205—Introduction to Microcomputer Programming (3) or CS 103—Introduction to Computer Programming (3) or CS 201—Computer Science I (3) or CS 205—C Programming (3).....	3
  - b. Complete 15 - 16 credits from the following or program coordinator approved:
 

CITS F212—Server Operating Systems (3)	
CITS F219—Microcomputer Operating Systems: Topics (3)**	
CITS F220—Implementing Internet Tools and Technologies (3)	
CITS F221—Graphics and Multimedia for the Web (3)	
CITS F222—Internet Authoring and Design (3)	
CITS F224—Web Scripting (3)	
CITS F225—Web Databases and Programming (3)	
CITS F228—Advanced Website Design and Development (3)	
CITS F240—System and Network Services Administration (3)	
CITS F241—Networking and LAN Infrastructure Basics (4)	
CITS F242—Routers and Routing Concepts (4)	
CITS F243—Intermediate Networking and LAN Infrastructure (4)	
CITS F244—Advanced Networking Infrastructure Services (4)	
CITS F249—Networking and Communications: Topics** (3)	
CITS F261—Computer and Information Security (3)	
CITS F265—Directory Services Administration (3)	
CITS F282—IT Troubleshooting Skills (3)	
CITS F289—Information Technology: Topics (1-3)** .....	15-16
  - c. Complete the following IT professional courses:
 

CITS F281—Computer Technical Support .....	3
CITS 284—Independent Project (3) or CITS F285—Cooperative Work Experience (3).....	3

d. Complete CIOS, CITS or CS electives .....	6
4. Complete general electives .....	4-8
5. Pass a certification review requiring students to demonstrate proficiency in the following skill areas: Operating Systems and Hardware Support and Troubleshooting; Network Support and Troubleshooting; Independent Thinking; Human Relations and Support; and Professional Practices.	
6. Minimum credits required .....	60

**Network and System Administration**

1. Complete the general university requirements (page 92).	
2. Complete the A.A.S. degree requirements. (See page 96. As part of the human relations requirement complete ABUS 154 or ANTH 100X/SOC 100X or approved human relations course.)	
3. Complete the following program (major) requirements:*	
a. Complete the following system administration courses:***	
CITS 204—Introduction to Network Support and Administration.....	3
CITS 205—Introduction to Microcomputer Programming (3)	
or CS 103—Introduction to Computer Programming (3)	
or CS 201—Computer Science I (3)	
or CS 205—C Programming (3).....	3
CITS 212—Server Operating Systems (3).....	3
CITS 240—System and Network Services Administration.....	3
CITS 261—Computer and Information Security .....	3
CITS 265—Directory Services Administration .....	3
b. Complete the following network infrastructure courses:	
CITS 241—Networking and LAN Infrastructure Basics .....	4
CITS 242—Routers and Routing Basics .....	4
CITS 243—Intermediate Networking and LAN Infrastructure .....	4
CITS 244—Advanced Network Infrastructure Services.....	4
c. Complete the following IT Professional courses:	
CITS 281—Computer Technical Support.....	3
CITS 284—Independent Project	
or CITS 285—Cooperative Work Experience.....	3
d. Complete 6 credits of CITS or CS electives .....	6
4. Pass a certification review requiring students to demonstrate proficiency in the following skill areas: Network Infrastructure and System Administration Skills, Independent Thinking Skills, Human Relations and Support Skills, Professional Practices	
5. Minimum credits required.....	61

**Web Development and Administration**

1. Complete the general university requirements (page 92).	
2. Complete the A.A.S. degree requirements. (See page 96. As part of the human relations requirement complete ABUS 154 or ANTH 100X/SOC 100X or approved human relations course.)	
3. Complete the following program (major) requirements:*	
a. Complete the following system administration courses:***	
CITS 204—Introduction to Network Support and Administration.....	3
CITS 205—Introduction to Microcomputer Programming (3)	
or CS 103—Introduction to Computer Programming (3)	
or CS 201—Computer Science I (3)	
or CS 205—C Programming (3).....	3

CITS 212—Server Operating Systems .....	3
CITS 240—System and Network Services Administration.....	3
CITS 261—Computer and Information Security .....	3
CITS 265—Directory Services Administration .....	3
b. Complete the following web development courses:	
CITS 220—Implementing Internet Tools and Technologies.....	3
CITS 221—Graphics and Multimedia for the Web .....	3
CITS 222—Internet Authoring and Design .....	3
CITS 224—Web Scripting.....	3
CITS 225—Web Databases and Programming.....	3
CITS 228—Advanced Website Design and Development .....	3
c. Complete the following IT Professional courses:	
CITS 281—Computer Technical Support.....	3
CITS 284—Independent Project	
or CITS 285—Cooperative Work Experience.....	3
d. Complete 3 credits of CITS or CS electives .....	3
4. Pass a certification review requiring students to demonstrate proficiency in the following skill areas: Web Development and System Administration Skills, Independent Thinking Skills, Human Relations and Support Skills, Professional Practices	
5. Minimum credits required.....	60

\* Student must earn a C grade or better in each program (major) course requirement.

\*\* May be repeated for different topics.

\*\*\* Students are expected to have completed CITS 201 and 202 OR CITS 203 or possess equivalent skills prior to beginning coursework in this area.

*Note: Upon admission to the certificate or degree program, each student will be assigned a mentor/committee chairperson who will be responsible for determining the student's current level of competency in the various skill areas; assisting the student in determining the courses/experiences necessary for gaining competency in the deficient skill areas; setting up the student's committee to consist of the mentor and at least one other individual who may be a UA faculty member, an adjunct faculty member, or an expert in the student's community; arranging for practicum experiences in the student's community; and organizing the committee's final assessment of the student's work and recommending award of the certificate or degree.*

**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 )**

**Information Technology Specialist**

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~~Northwest Campus 907-443-2201~~

~~Tanana Valley Campus 907-455-2800~~

~~www.tvc.uaf.edu/its/~~

Department of Computer and Information Technology Systems

907-455-2800

www.ctc.uaf.edu/its/

**Certificate; A.A.S. Degree**

Minimum Requirements for Certificate: 30 credits; for A.A.S. 60-61

The Information Technology Specialist certificate and associate programs teach students how to use, support, implement, and troubleshoot the computer and information technology systems found in

educational, governmental and corporate settings.

The certificate program focuses on foundation-level support ~~teaching students the essential skills required to effectively use and troubleshoot computer and information technology systems, computers and computer applications.~~ Students completing the certificate program will be prepared for entry-level IT positions and, in addition, to ean continue their education in the Information Technology Specialist A.A.S. ~~or the Applied Business A.A.S.~~ degree program.

The A.A.S. degree program prepares individuals to implement, support, and troubleshoot computer and information technology systems and obtain employment as an IT professional. Associate degrees in computer technology support, network and system administration, and web development and administration are offered.

Students entering either the certificate or A.A.S. degree program should meet with a faculty advisor to discuss program content requirements and develop an educational plan that matches the current skills and goals of the student. ~~Students entering the certificate program are expected to have basic computer skills equivalent to CIOS 150. While not a requirement, it is recommended that students applying for admission into the associate program have computer experience equivalent to CIOS 128.~~

This degree program is delivered collaboratively within the UA system.

### Certificate Program

1. Complete the general university requirements (page 92).
2. Complete the certificate degree requirements. (See page 94. As part of the certificate human relations requirements, complete ABUS F154 or ANTH F100X/SOC F100X ~~or approved for the human relations requirement. course-~~)
3. Complete the following program (major) requirements: \*
  - a. Complete the following IT support foundation essentials in computing courses:

<u>CITS F201—Microcomputer Operating Systems Support (3)</u>	
<u>and CITS F202—Microcomputer Hardware Support (3)</u>	
<u>or CITS 203—Information Technology Support Fundamentals (4).....</u>	<u>4-6</u>
<u>CITS F204—Introduction to Network Support and Administration (3).....</u>	<u>3</u>
<u>CITS F212—Server Operating Systems (3) .....</u>	<u>3</u>
<u>CITS F261—Computer and Information Security (3).....</u>	<u>3</u>
<u>CIOS F128—Using and Configuring PC Operating Systems</u>	
<u>—or CITS F201—Microcomputer Operating Systems Support .....</u>	<u>3</u>
<u>CIOS F130—Microcomputer Word Processing .....</u>	<u>3</u>
<u>CIOS F135—Microcomputer Spreadsheets.....</u>	<u>3</u>
<u>CIOS F146—Using Internet Tools and Technologies (3)</u>	
<u>—or CITS F220—Implementing Internet Tools and Technologies.....</u>	<u>3</u>
  - b. Complete 9 credits from the following or program coordinator approved:

<u>CIOS F128—Using and Configuring PC Operating Systems (3)</u>	
<u>CIOS F130—Microcomputer Word Processing (3)</u>	
<u>CIOS F135—Microcomputer Spreadsheets (3)</u>	
<u>CIOS F133—Microcomputer Presentation Software (3)</u>	
<u>CIOS F146—Using Internet Tools and Technologies (3)</u>	
<u>CIOS F150—Computer Business Applications (3)</u>	
<u>CIOS F189—Microcomputer Applications: Topics**(3)</u>	
<u>CIOS F233—Desktop Publishing (3)</u>	
<u>CIOS F240—Microcomputer Databases (3)</u>	
<u>CIOS F255—Microcomputer Graphics (3)</u>	
<u>CIOS F258—Digital Photography (3)</u>	
<del><u>CITS F201—Microcomputer Operating Systems Support (3)</u></del>	
<del><u>CITS F202—Microcomputer Hardware Support (3)</u></del>	
<del><u>CITS F203—Information Technology Support Fundamentals (4)</u></del>	
<del><u>CITS F204—Introduction to Network Support and Administration (3)</u></del>	

<u>CITS F219—Microcomputer Operating Systems: Topics (3)**</u>	
<u>CITS F220—Implementing Internet Tools and Technologies (3)</u>	
<u>CITS F221—Graphics and Multimedia for the Web (3)</u>	
<u>CITS F222—Internet Authoring and Design (3)</u>	
<u>CITS F240—System and Network Services Administration (3)</u>	
<u>CITS F265—Directory Services Administration (3)</u>	
<u>CITS F282—IT Troubleshooting Skills (3)</u>	
<u>CITS F289—Information Technology: Topics (1-3)**</u> .....	9

4. Pass a certification review requiring students to demonstrate proficiency in the following skill areas: Operating Systems, Hardware, and Network Support and Troubleshooting.\*\*\*-effective use of Applications, Operating Systems, and the Internet.
5. Minimum credits required..... 30

**Major — A.A.S. Degree**

**Concentrations: Computer Technology Support, Network and System Administration, Web Development and Administration**

**Computer Technology Support**

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 DEVM F105 or any course at the F100-level or above in mathematical sciences (computer science, math, or statistics) for the computation requirement, and As part of the human relations requirement complete ABUS F154 or ANTH F100X/SOC F100X or approved for the human relations requirement. course.)
3. Complete the following program (major) requirements:\*
  - a. Complete the following computer technology support courses:
 

<u>CITS F201—Microcomputer Operating Systems Support (3)</u>	
and <u>CITS F202—Microcomputer Hardware Support (3)</u>	
or <u>CITS 203—Information Technology Support Fundamentals (4)</u> .....	4-6
<u>CITS F204—Introduction to Network Support and Administration (3)</u>	
or <u>CITS F241—Networking and LAN Infrastructure Basics (4)</u> .....	3-4
<u>CITS 205—Introduction to Microcomputer Programming (3)</u>	
or <u>CS 103—Introduction to Computer Programming (3)</u>	
or <u>CS 201—Computer Science I (3)</u>	
or <u>CS 205—C Programming (3)</u> .....	3
<u>CITS F212—Server Operating Systems (3)</u> .....	3
<u>CITS F261—Computer and Information Security (3)</u> .....	3
  - b. Complete 15 - 16 credits from the following or program coordinator approved:
 

<del>CITS F212—Server Operating Systems (3)</del>	
<u>CITS F219—Microcomputer Operating Systems: Topics (3)**</u>	
<u>CITS F220—Implementing Internet Tools and Technologies (3)</u>	
<u>CITS F221—Graphics and Multimedia for the Web (3)</u>	
<u>CITS F222—Internet Authoring and Design (3)</u>	
<u>CITS F224—Web Scripting (3)</u>	
<u>CITS F225—Web Databases and Programming (3)</u>	
<u>CITS F228—Advanced Website Design and Development (3)</u>	
<u>CITS F240—System and Network Services Administration (3)</u>	
<u>CITS F241—Networking and LAN Infrastructure Basics (4)</u>	
<u>CITS F242—Routers and Routing Concepts (4)</u>	
<u>CITS F243—Intermediate Networking and LAN Infrastructure (4)</u>	
<u>CITS F244—Advanced Networking Infrastructure Services (4)</u>	
<u>CITS F249—Networking and Communications: Topics** (3)</u>	
<del>CITS F261—Computer and Information Security (3)</del>	
<u>CITS F265—Directory Services Administration (3)</u>	

CITS F282—IT Troubleshooting Skills (3)	
CITS F289—Information Technology: <del>Special</del> Topics (1-3)**	15-16
c. Complete the following IT professional courses:	
CITS F281—Computer Technical Support	3
CITS 284—Independent Project (3)	
or CITS F285—Cooperative Work Experience (3)	3
d. Complete CIOS, CITS or CS electives	
	6
4. Complete general electives	4-8 0-3
5. Pass a certification review requiring students to demonstrate proficiency in the following skill areas: Operating Systems and Hardware Support and Troubleshooting; Network Support and Troubleshooting; Independent Thinking; Human Relations and Support; and Professional Practices.***	
6. Minimum credits required	60

### Network and System Administration

1. Complete the general university requirements (page 92).	
2. Complete the A.A.S. degree requirements. (See page 96. <u>As part of the A.A.S. degree requirements, complete DEVM F105 or any course at the F100-level or above in mathematical sciences (computer science, math, or statistics) for the computation requirement, and As part of the human relations requirement complete ABUS F154 or ANTH F100X/SOC F100X or approved for the human relations requirement. course.</u> )	
3. Complete the following program (major) requirements:*	
a. Complete the following system administration courses: **** *****	
CITS 204—Introduction to Network Support and Administration	3
CITS 205—Introduction to Microcomputer Programming (3)	
or CS 103—Introduction to Computer Programming (3)	
or CS 201—Computer Science I (3)	
or CS 205—C Programming (3)	3
CITS 212—Server Operating Systems (3)	3
CITS 240—System and Network Services Administration	3
CITS 261—Computer and Information Security	3
CITS 265—Directory Services Administration	3
b. Complete the following network infrastructure courses:	
CITS 241—Networking and LAN Infrastructure Basics	4
CITS 242—Routers and Routing Basics	4
CITS 243—Intermediate Networking and LAN Infrastructure	4
CITS 244—Advanced Network Infrastructure Services	4
c. Complete the following IT Professional courses:	
CITS 281—Computer Technical Support	3
CITS 284—Independent Project	
or CITS 285—Cooperative Work Experience	3
d. Complete 6 credits of <u>CIOS</u> , CITS or CS electives	6
4. Pass a certification review requiring students to demonstrate proficiency in the following skill areas: Network Infrastructure and System Administration Skills, Independent Thinking Skills, Human Relations and Support Skills, Professional Practices.***	
5. Minimum credits required	61

### Web Development and Administration

1. Complete the general university requirements (page 92).	
2. Complete the A.A.S. degree requirements. (See page 96. <u>As part of the A.A.S. degree requirements, complete DEVM F105 or any course at the F100-level or above in mathematical</u>	



sciences (computer science, math, or statistics) for the computation requirement, and As part of the human relations requirement complete ABUS F154 or ANTH F100X/SOC F100X or approved for the human relations requirement. course.)

3. Complete the following program (major) requirements:\*
  - a. Complete the following system administration courses: \*\*\* \*\*\*\*
 

CITS 204—Introduction to Network Support and Administration.....	3
CITS 205—Introduction to Microcomputer Programming (3) or CS 103—Introduction to Computer Programming (3) or CS 201—Computer Science I (3) or CS 205—C Programming (3).....	3
CITS 212—Server Operating Systems .....	3
CITS 240—System and Network Services Administration.....	3
CITS 261—Computer and Information Security .....	3
CITS 265—Directory Services Administration .....	3
  - b. Complete the following web development courses:
 

CITS 220—Implementing Internet Tools and Technologies.....	3
CITS 221—Graphics and Multimedia for the Web .....	3
CITS 222—Internet Authoring and Design .....	3
CITS 224—Web Scripting.....	3
CITS 225—Web Databases and Programming.....	3
CITS 228—Advanced Website Design and Development .....	3
  - c. Complete the following IT Professional courses:
 

CITS 281—Computer Technical Support.....	3
CITS 284—Independent Project or CITS 285—Cooperative Work Experience.....	3
  - d. Complete 3 credits of CIOS, CITS or CS electives .....
4. Pass a certification review requiring students to demonstrate proficiency in the following skill areas: Web Development and System Administration Skills, Independent Thinking Skills, Human Relations and Support Skills, Professional Practices.\*\*\*
5. Minimum credits required..... 60

\* Student must earn a C grade or better in each program (major) course requirement.  
 \*\* May be repeated for different topics.  
 \*\*\* Prior to graduation, all students are required to pass a certification review that includes a hands-on scenario task and the development and presentation of a portfolio of work.  
 \*\*\*\* Students are expected to have completed CITS 201 and 202 OR CITS 203 or possess equivalent skills prior to beginning coursework in this area.

*Note: Upon admission to the certificate or degree program, each student will be assigned a mentor/committee chairperson who will be responsible for determining the student’s current level of competency in the various skill areas; assisting the student in determining the courses/experiences necessary for gaining competency in the deficient skill areas; setting up the student’s committee to consist of the mentor and at least one other individual who may be a UA faculty member, an adjunct faculty member, or an expert in the student’s community; arranging for practicum experiences in the student’s community; and organizing the committee’s final assessment of the student’s work and recommending award of the certificate or degree.*

**D. ESTIMATED IMPACT**

WHAT IMPACT, IF ANY, WILL THIS HAVE ON BUDGET, FACILITIES/SPACE, FACULTY, ETC.

These Program/Degree Requirement changes will have no impact on facilities/space. All of the foundation-level IT support courses listed in the proposed Certificate are already taught as part of the IT Specialist A.A.S. degree program and have capacity to support additional students.

**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)*

Computer and Information Technology Systems department. All CRCD CIOS and CITS faculty from the following campuses have been contacted and support these proposed changes: CTC, IAC, KuC, NWC.

**F. IF MAJOR CHANGE - ASSESSMENT OF THE PROGRAM:**

*Description of the student learning outcomes assessment process.)*

Our current student learning outcomes assessment process requires, prior to graduation, that all students complete a Certification Review process. This process consists of students demonstrating their technical skills through a hands-on scenario task and also developing and presenting a portfolio of work that demonstrates their professional and critical thinking skills.

We will continue to implement the same student learning outcomes assessment process once these changes have been adopted; however, we will adjust the hands-on scenario task and portfolio tasks to reflect the more technical skill sets developed by students completing the Certificate program.

More information about how our current outcomes assessment plan is implemented can be found at <http://www.ctc.uaf.edu/its/review>

**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.

The degree requirement changes within this Format 5 form have been developed with the input and collaboration of IT Specialist faculty within CRCD and information gained through program faculty advising, program outcomes assessment, and program review.

The changes to the IT Specialist Certificate are being proposed for the following reasons:


- First, the current Certificate requirements do not meet the needs of students needing to develop the foundation-level IT support skills that are required for entry-level IT support positions.
- Second, the proposed changes provide a better pathway for students who complete the Certificate program to continue their education at the associate level with the IT Specialist A.A.S. degree program.
- Finally, students needing to develop the skills to be proficient users of computers and computer applications typically also benefit by developing foundation-level business skills; and therefore, are currently being advised to pursue the Computer Applications concentration with the Applied Business Management Certificate which is very similar to the current IT Specialist Certificate.


The changes proposed to the IT Specialist A.A.S. are being proposed for the following reasons:

- Students completing the associate degree are required to complete an introductory computer programming course. Because of its consistent offering, degree students are being advised to meet this requirement through CS F103 which has a prerequisite of math placement at the 100-level. Students who do not have a math placement at the 100-level or above when they enter the associate degree program are advised by IT Specialist program faculty advisors complete DEVM F105 before enrolling in CS F103. Students not being advised by IT Specialist faculty advisors are not always being advised to minimally meet their math requirement using DEVM F105 and are discovering late in their program that they are unprepared to meet prerequisites for their introductory computer programming requirement.

- The proposed change to include CIOS classes to the list of classes that can be used to satisfy general computing electives for the Network and System Administration concentration and the Web Development and Administration concentration will allow for a greater number of computing classes that can be used to address areas of weakness that are identified for a student. Currently if an area of weakness is identified for an individual student that could be remedied through a CIOS class, the student isn't able to take the class and have it satisfy a degree program requirement.
- The addition of CITS F212 and CITS F261 to section 3.a of the Computer Technology Support concentration is being proposed so that there will be a logical consistency between the foundation-level courses listed under section 3.a of the proposed Certificate and the computer technology support courses listed under section 3.a of the Computer Technology Support concentration of the associate degree. The proposal to remove CS F205 as a course that can be used to satisfy the introductory computer programming requirement of the associate degree is because the prerequisite for this course includes CS F103 or CS F201, both of which are listed as courses that will satisfy the introductory computer programming requirement for the associate degree.

**APPROVALS :**

	Date	9/29/2010
Signature, Chair, Program/Department of:	IT Specialist Program	

	Date	9/29/2010
Signature, Chair, Program/Department of:	Computer and Information Technology Systems Department	

	Date	
Signature, Chair, College/School Curriculum Council for:	College of Rural and Community Development	

	Date	
Signature, Dean, College/School of:	College of Rural and Community Development	

**ALL SIGNATURES MUST BE OBTAINED PRIOR TO SUBMISSION TO THE GOVERNANCE OFFICE**

	Date	
Signature, Chair, UAF Faculty Senate Curriculum Review Committee		