LETTER OF NOTIFICATION – 13

EXISTING CERTIFICATE or DEGREE OFFERED via DISTANCE TECHNOLOGY

Institutions with at least one certificate or degree program approved for distance technology by the Arkansas Higher Education Coordinating Board must submit Letter of Notification-13 to request approval to offer additional existing (on-campus) certificates or degrees via distance technology. The institution must submit to ADHE a copy of the e-mail notification to the Higher Learning Commission (HLC) about the proposed distance technology program. If HLC requires a focused visit for the proposed distance technology program, please submit the scheduled review date.

**Definitions**

Distance technology (e-learning) – When technology is the primary mode of instruction for the course (50% of the course content is delivered electronically).

Distance instruction – When a course does not have any significant site attendance, but less than 50% of the course is delivered electronically, e.g., correspondence courses.

Distance program – When at least 50% of the major courses are delivered via distance technology.

1. Institution submitting request: University of Arkansas Fayetteville
2. Contact person/title: Dr. Terry Martin, Vice Provost for Academic Affairs
3. Phone number/e-mail address: (479) 575-2151/tmartin@uark.edu
4. Name of Existing Certificate or Degree: Master in Accountancy
5. Proposed Effective Date for distance technology delivery: Fall 2016
6. CIP Code: 52.0301
7. Degree Code: 6570

# PROGRAM INFORMATION

1. Program summary/justification for offering program by distance technology:

Currently the Master of Accountancy degree can only be obtained in a traditional, full-time format. Students who are already in the workforce cannot participate in this program. The Master of Accountancy degree is the only program in the immediate region that prepares students to sit for the CPA exam with no additional coursework required outside the degree. Opening this program to a wider market will help to fill the demand for Masters-prepared, CPA-ready accountants as well as open the program to a wider demographic currently unable to attend a full-time, on-campus program.

1. Provide the current certificate/degree plan. Mark\* courses that will be taught by adjunct faculty.

Core Courses

Eighteen semester hours of accounting are required, 12 hours of which are specified:

• ACCT 5953 Auditing Standards (Fall)

• ACCT 5873 Advanced Taxation (Fall)

• ACCT 5463 Financial Statement Analysis (Spring)

• ACCT 5413 Advanced Financial Accounting (Spring)

Electives

• Accounting Electives (6 hours)

• Non-Accounting Electives (6 hours)

• Graduate Business Electives (6 hours)

Electives to be chosen from:

• ACCT 5523 Advanced Accounting Information Systems

• ACCT 4963 Audit and Assurance Services

• ACCT 4673 Product, Project, and Service Costing

• ACCT 4703 Governmental/Nonprofit Accounting

• BLAW 5003 Commercial Transactions

• ISYS 5503 Decision Support and Analytics

• ISYS 5213 ERP Fundamentals

• ISYS 511V IT Toolkit & Skills Seminar

• MKTG 5103 Retail Consumer Marketing

• MKTG 5553 Shopper, Buyer, and Consumer Behavior

• FINN 4313 Advanced Commercial Banking

• FINN4433 Real Estate Finance and Investment

• FINN4133 Advanced Investments

• FINN 5223 Financial Markets & Valuation

• MGMT 5363 Innovation & Creativity

 Total Hours 30

1. Provide the list of courses, include course number/title, for the certificate/degree program currently offered by distance technology.

Currently, the electives ISYS 5503 and ISYS 511V are offered in a 100% online format. The department is working with the University’s Global Campus to adapt the following courses to an online format:

• ACCT 5953 Auditing Standards (Fall)

• ACCT 5873 Advanced Taxation (Fall)

• ACCT 5463 Financial Statement Analysis (Spring)

• ACCT 5413 Advanced Financial Accounting (Spring)

• ACCT 5523 Advanced Accounting Information Systems

• ACCT 4963 Audit and Assurance Services

• ACCT 4673 Product, Project, and Service Costing

• ACCT 4703 Governmental/Nonprofit Accounting

• BLAW 5003 Commercial Transactions

1. If 100% of the program will not be offered by distance technology, list courses that **will not** be offered by distance technology.

One hundred percent of the program will be available in an online format. Some listed electives may not be available for an online-only student.

1. For existing courses that **will** be offered by distance technology (for the first time), provide the course syllabus for each of these courses for the certificate/degree program and indicate the maximum class size for each distance course.

 See attached.

1. If new courses will be added, provide the list of new courses (proposed course number/title) and the new course descriptions for the certificate/degree.

BLAW 5003 Commercial Transactions. This course will enable masters students to understand and appreciate how law impacts the economic environment. It will also enable them to apply basic legal principles to business transactions.

1. Provide the course syllabus for each distance technology course for the program listed above and indicate the maximum class size for each distance course. Indicate the course delivery mode(s) and class interaction mode(s) for each distance technology course.

Course delivery mode (check all that apply):

 Online

 Compressed-video (CIV)

 Audio Conference

 Video Conference

 Web Conference

 Blended delivery (identify components)

 Class interaction mode (check all that apply):

 Electronic bulletin boards

 E-mail

 Telephone

 Fax

 Chat

 Blog

 Other (specify)

|  |  |  |  |
| --- | --- | --- | --- |
| Course | Capacity | Course Delivery Mode | Course Interaction Modes |
| ACCT 5953 | 45 | Online | Email, Discussion Board |
| ACCT 5873 | 45 | Online | Email, Discussion Board |
| ACCT 5463 | 45 | Online | Email, Discussion Board |
| ACCT 5413 | 45 | Online | Email, Discussion Board |

1. Provide the percentage of the program that is offered via distance (50%, 75%, etc.).

100%

1. Discuss the provisions for instructor-student and student-student interaction that are included in the program design and the course syllabus.

Email and discussion boards will be the primary instructor-student interaction. Many of the courses will have group projects facilitated in Blackboard and Blackboard Collaborate.

1. Provide a semester-by-semester degree plan/course schedule for student access to all courses necessary to complete the program.

Fall Semester – 15 hours

ACCT 5873 Advanced Taxation

ACCT 5953 Auditing Standards

Graduate Electives (Approved) – 9 hours

Spring Semester – 15 hours

ACCT 5413 Advanced Financial Accounting

ACCT 5463 Financial Statement Analysis

Graduate Electives (Approved) – 9 hours

1. Provide a list of services that will be supplied by consortia partners or outsourced to another organization (faculty/instructional support, course materials, course management and delivery, library-related services, bookstore services, services providing information to students, technical services, administrative services, online payment arrangements, student privacy consideration, services related to orientation, advising, counseling or tutoring, etc.) Include the draft contract/Memorandum of Understanding (MOU) for each partner/organization offering faculty/instructional support for the program. Submit final contract/MOU signed by partner institutions or organizations upon completion of ADHE proposal review.

N/A

1. Estimate costs for the proposed distance technology program for the first 3 years. Include faculty release time costs for course/program planning and delivery.

Direct costs will include the development of eight courses ($4,000 each for development cost = $32,000). In addition, the Global Campus will provide funding to cover the cost of a Clinical position for year one of the program (covering the instructional costs that the program revenue cannot cover), and would cover up to 50% for year two, and 0% thereafter which will then be supported by revenue from the program.

1. Provide institutional curriculum committee review/approval date for proposed distance technology program. March 9, 2016
2. Provide documentation that proposed program has been reviewed/approved for distance technology delivery by licensure/certification board/agency, if required. [HLC review must follow ADHE review and AHECB program approval.]
3. Provide additional program information if requested by ADHE staff.

President/Chancellor Approval Date:

Board of Trustees Notification Date:

Chief Academic Officer: Date: