

**ATTACHMENT 2F-1**  
**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. Sharon Gaber / Provost
3. Telephone number/e-mail address: 479-575-5459 / [sgaber@uark.edu](mailto:sgaber@uark.edu)
4. Name of Existing Certificate or Degree: African and African American Studies (minor)
5. Proposed Effective Date for distance technology delivery: Fall 2015
6. CIP Code/Degree Code: 05.0201/1500

**PROGRAM INFORMATION**

7. Reason for offering program by distance technology:
8. Provide the list of courses (course number/title) in the certificate or degree listed above currently offered by distance technology. Indicate which existing distance technology courses are taught by adjunct faculty.

AAST 499v: African Americans in Sport (approved in Fall 2013 to become AAST 3023) (taught by adjunct faculty)

JOUR/COMM/AAST 3263: African Americans in Film

9. List of new courses and course descriptions for distance technology courses for the degree listed above. Indicate which new distance technology courses will be taught by adjunct faculty.

AAST 2023: African American Experience

Examines the various facets of African American culture that collectively construct the African American experience including art, literature, drama, migration, film, and education. Covers issues facing African Americans through a cultural and socio-political context to understand and appreciate

African American impacts on the United States.

AAST 3123: African American Studies in Higher Education (taught by adjunct faculty)

Examines the impact of college environments on African American students. Focus on the following topics regarding African American students: retention, student demographics, student characteristics, current trends, issues and problems, student success, sub-populations, student values, and implications for higher education.

HIST/AAST 3233: African American History to 1877

History of the African American experience in North America emphasizing economic, social, and cultural perspectives. Topics include the African slave trade, the creation of race and racism, the institution of slavery, free community formation in North, and the impact of the Civil War and Reconstruction on African Americans.

HIST/AAST 3243: African American History since 1877

The course will study the major social, political, and economical issues relating to the African American experience beginning with the late post-Reconstruction period and will include, all of the major personalities and influences in the Civil Rights Movement, from 1877 to the present.

AAST 499V/SCWK 405V: Social Work with African American Families (taught by adjunct faculty)

This course is designed to provide students with an overview of both historical and contemporary issues facing African American families utilizing culturally competent and strengths-based theoretical frameworks. The purpose of this course is to focus on the black family as a social institution and will heighten awareness and sensitivity to the contemporary problems affecting the black family.

10. 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 syllabi for all courses attached.

Course	Course Delivery Mode	Course Interaction Modes	Maximum class size
AAST 2023: African American Experience	Online	Electronic Bulletin Boards, Email	40
AAST 3123: African American Students in Higher Education	Online	Electronic Bulletin Boards, Email	40
AAST 3023: African Americans in Sport	Online	Electronic Bulletin Boards, Email, Blog	40
JOUR/COMM/AAST 3263: African Americans in Film	Online	Electronic Bulletin Boards, Email, Virtual Office, Wiki	40
HIST/AAST 3233: African American History to 1877	Online	Electronic Bulletin Boards, Email, Blog	40
HIST/AAST 3243: African American History since 1877	Online	Electronic Bulletin Boards, Email, Blog	40
AAST 499V/SCWK 405V: Social Work with African American Families	Online	Electronic Bulletin Boards, Email, Blog	40

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

The African & African American Studies Program highly values student-student and instructor-student interaction. In the face to face environment, it has been central to the program's development and mission over the last decade. As the program begins to offer an online minor, we firmly believe in the centrality of interaction at all levels and have a commitment to maintain that engagement with our students. Each course has or will have an electronic discussion board providing students asynchronous communication with each other and the instructor in an open environment. Simultaneously, several courses either include blogs or

wikis to allow students to interact on group projects or engage each other and the class material. The faculty will remain as responsive in the online world as they are in the face to face environment by being available to students via email as well as phone and, in some cases, virtual office hours using Blackboard collaborate.

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

The African & African American Studies Minor requires 15 hours of required coursework. AAST 2023 (African American Experience) is one of two required gateway courses and will be offered each semester (Spring, Summer, Fall) to accommodate new students entering the program. However, AAST 2023 is not a pre-requisite for any other AAST course, thus students can enroll in courses for the minor in any order. The program anticipates developing AAST 1003: Introduction to African and African American Studies in the future, pending approval of the online minor.

Students are also required to take either HIST/AAST 3233 (African American History to 1877) or HIST/AAST 3243 (African American History since 1877) or HIST/AAST 3253 (History of Sub-Saharan Africa). HIST/AAST 3233 and 3243 will be offered each semester (Spring, Summer, Fall) to accommodate student access. The program plans to develop HIST/AAST 3253 in the future, pending approval of the online minor.

The remaining 9 hours of required coursework are electives chosen at the discretion of the individual student. The program expects to offer AAST 3023 (African Americans in Sport) on a regular basis (Spring, Summer, Fall) and will offer JOUR/COMM/AAST 3263 (African Americans in Film) in both semesters of the academic year (Spring, Fall). Additionally, AAST 3123 (African American Students in Higher Education) and AAST 499V/SCWK 405V (Social Work with African American Families) will be offered at least once during each academic year (Spring or Fall). Additionally, students may also use either HIST/AAST 3233 or HIST/AAST 3243 (detailed above) as an elective if they did not already apply that course to the above listed requirement. This rotation will offer five course options yearly for students who need to take three courses. The program anticipates adding an additional two electives in the future, pending approval of the online minor. Therefore, a student has the opportunity to take all 15 required hours in the same year if he or she desires.

13. 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.

Instructional support for designing and maintaining all classes will be provided by the University of Arkansas (Fayetteville) Global Campus' instructional design team as well as IT support from the University. Course management and delivery support will be provided by the Blackboard infrastructure at the University of Arkansas (Fayetteville). Library related services, bookstore, and other services provided to ensure student success will likewise be provided by the appropriate units at the University of Arkansas (Fayetteville).

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

Costs for course development (Spring 2014 and later): \$4,000 per course x 4 course: \$16,000

Within the first three years (August 2014-August 2017), the program expects to add an additional four courses to the online course rotation. This will cost an additional \$16,000.

Additional Graduate Assistant to support teaching online courses and maintain current face to face SSCH levels when faculty teach online in-load: \$13,919 per year

The program anticipates the creation of revenue streams from distance enrollment. All development costs should be recouped from this revenue stream within a reasonable period of time. It is expected that these

revenue streams provide funds to cover the additional instructional costs identified, as well as possible costs of student services incurred for the delivery of the program.

15. Provide institutional curriculum committee review/approval date for proposed distance technology program.

16. 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.]

There is no additional requirement for approval of the distance education track for this program.

17. Provide additional program information if requested by ADHE staff.

N/A

### **INSTITUTIONAL APPROVAL**

President/Chancellor Approval Date:

Board of Trustees Notification Date:

Chief Academic Officer:

Date:

**LON-13**