

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 L Gaber / Provost and Vice-Chancellor for Academic Affairs
3. Telephone number/e-mail address: 479-575-5459 / sgaber@uark.edu
4. Name of Existing Certificate or Degree: Criminal Justice Minor
5. Proposed Effective Date for distance technology delivery: Fall 2015
6. CIP Code/Degree Code: 43.0104

PROGRAM INFORMATION

7. Reason for offering program by distance technology:

Education and credentials in criminal justice can enhance marketability and enable students to tailor degrees to their specific needs and career goals. Yet many non-traditional students and working professionals find it difficult to attend traditional classes. Furthermore, because of space shortages, the department struggles to offer enough sections to meet demands. An online major addresses both issues. The online minor will provide an alternative that delivers the same high quality of content and interaction afforded through traditional course delivery. This minor will contribute to the online Interdisciplinary Studies major in development.

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.

CMJS 2003: Introduction to Criminal Justice Systems (TT Faculty)

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.
 - 1.1. CMJS 3023: Criminology (TT Faculty)

- 2.2. SOCI 3313: Social Research (TT Faculty)
- 3.3. 9 hours of 3000+ CMJS/SOCI (3hrs max from SOCI) (TT Faculty)
Possible existing courses for which online delivery will be developed include:
CMJS 3043: The Police and Society
CMJS/SOCI 3203: Corrections
CMJS 3503: Criminal Procedures
CMJS 3513: Criminal Evidence
CMJS 4043: Juvenile Justice
CMJS 4053: Homeland Security
CMJS 4113: Terrorism
CMJS/SOCI 4013: Special Topics in Criminal Justice

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.

*All courses will be offered via online distance technology delivery using BlackBoard as the instructor-student interface.

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

Our online curriculum will incorporate lectures, materials, and discussion boards to provide students with the same engagement with material as in-class instruction, while facilitating communication between peers and the instructor. The Department of Sociology and Criminal Justice faculty will receive support from the Instructional Design Staff at the University of Arkansas Global Campus to incorporate learning activities that increase student participation and involvement.

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

Fall 1	CMJS 2003, SOCI 3313
Spring 1	CMJS 3203, SOCI/CMJS 3000+ Elective
Fall 2	CMJS/SOCI Elective x 2

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 will be provided with the Blackboard infrastructure available at the university. 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.

1.5 instructor lines at \$50,000 per line per year = \$75,000 per year x 3 yrs = \$225,000.

\$225,000 + fringe rate of 27.1% = \$60,975.

cost of six courses for development @ \$3,000 per course = \$18,000

Total cost for three years = \$303,975

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.]

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

INSTITUTIONAL APPROVAL

President/Chancellor Approval Date:

Board of Trustees Notification Date:

Chief Academic Officer:

Date:

LON-13