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: M.S. degree in Statistics and Analytics
5. Proposed Effective Date for distance technology delivery: Fall 2016
6. CIP Code: 27.0501
7. Degree Code: 6350

# PROGRAM INFORMATION

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

There is currently very high demand for each of the concentration areas; we expect demand to exceed our current ability to serve.

Each concentration will have 6-12 graduates per year (enrollment of 12-24 students per concentration) until our resources grow to allow greater enrollment. These programs have a natural appeal for professionals currently working in industry that need the flexibility of online programs; they can’t come to the campus consistently. The demand for these programs is expected to come from different areas across the state of Arkansas as well as the nation. The reputation of the University of Arkansas has also the potential to attract students from other countries that could get access online to the programs from their home countries.

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

 See Appendix A for degree plan requirements. No courses will be taught by adjunct faculty.

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

**Courses to cover Undergraduate Deficiencies:**

MATH 2554 Calculus I, MATH 2564 Calculus II

**Business Analytics Concentration:**

ISYS 5113 IT Toolkit & Skills Seminar, ISYS 5833 Data Management Systems, ISYS 5843 Seminar in Business Intelligence and Knowledge Management

**Operations Analytics Concentration:**

INEG 5613 Optimization Theory I

1. If 100% of the program will not be offered by distance technology, list courses that **will not** be offered by distance technology. N/A
2. 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.

Maximum class size is 50. Course syllabi are attached for ESRM 6403, ESRM6413, ESRM 6453, INEG 5333, INEG 5393, ISYS 5623, ISYS 5723, STAT 4003, STAT 4001L, STAT 4373, STAT 5313, STAT 5353, PLSC 5913, SOCI 5313

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.

We do not plan to offer new courses at this time.

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):

 xOnline

 Compressed-video (CIV)

 Audio Conference

 Video Conference

 xWeb Conference

 xBlended delivery (identify components)

* Lectures and group work to be facilitated online (discussion boards, videos, Wikis, Blogs and Webinar Sessions)
* Face to Face group discussions, laboratories, drills, and interactions with faculty expected to take place on the campus

 Class interaction mode (check all that apply):

 xElectronic bulletin boards

 xE-mail

 Telephone

 Fax

 xChat

 xBlog

 xOther (specify) Discussion boards, Wikis, Synchronous Webinar Sessions

 Maximum class size = 50

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.

Online courses at the University of Arkansas use the Blackboard Learning Management System as the foundation for the interaction for instructor-student and student-student. Different components are provided and supported through the platform, including but not limited to:

* Posting of lectures, comments and feedback.
* Participation in discussion boards (text and/or video uploads through Blackboard and Kaltura)
* Peer to peer feedback/evaluations
* Postings of opinions/critical analysis/presentation of results using Blogs/Wikis
* Email interaction is facilitated as well
* Webinar sessions (live 2 way web conferencing –faculty/students – students/students) through Blackboard Collaborate with sessions of questions and answers (live/recorded lectures that allow for questions and participation in quizzes and assignments online)
1. Provide a semester-by-semester degree plan/course schedule for student access to all courses necessary to complete the program.

See LON 3 (attached)

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.

All services are provided through the University of Arkansas. We have more than 30 online programs (including graduate, undergraduate as well as certificates) and have developed a strong infrastructure to support all services needed to deliver high quality online degree programs. Online proctoring is provided through Proctor U (which verifies identity and monitors students live while they take exams online –using web-cam and questionnaire to verify identity and live stream through webcam to monitor the exam as well as everything the student’s computer is displaying). As described above, the Learning Management System used is Blackboard (which supports our online and on campus courses)

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.

The costs of developing each of the courses is estimated to be around $5,000 for faculty compensation. No other additional cost is expected as the Global Campus infrastructure (already funded) provides instructional design, academic technology support, media support and training for faculty. The estimated maximum number courses that would need to be developed is 37. The total estimated cost of developing all remaining courses stands at $185,000. The expenses for delivery are expected to materialize in the next three years. Currently the Global Campus dedicates $250,000 a year for course development. Dedicating a fourth of these funds for the development of the courses outlined above is something that is already planned for in the budgeting of the Global Campus for the next three fiscal years.

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

January 13, 2016.

1. 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.]
2. Provide additional program information if requested by ADHE staff.

President/Chancellor Approval Date:

Board of Trustees Notification Date:

Chief Academic Officer: Date: