

PROGRAM AFFILIATION
GREAT PLAIN INTERACTIVE DISTANCE EDUCATION ALLIANCE (GREAT PLAINS IDEA)

A program affiliate is a university academic unit that desires to be an active participant in an academic program of the Alliance. Program affiliates are not represented on the Great Plains IDEA cabinet and do not have voting privileges on the sponsoring academic board of directors.

a. Application Process

Any institution wishing to participate in a Great Plains IDEA program as a program affiliate shall request affiliation from an academic board of directors. The institution shall submit a letter of interest identifying the program and the strategic advantage for both the institution and the alliance. Following board approval, the institution shall submit the Request to Affiliate with an Academic Program ([see Appendix E.9](#)) to the lead institution. The lead institution shall forward the request to the program faculty and program department chairs.

b. Membership Approval

Following recommendation by the program faculty and the program department chairs, the academic board of directors shall act upon the application. New program affiliates must be approved by a $\frac{2}{3}$ vote of the sponsoring academic board of directors ([see Appendix C.1, bylaws](#)).

c. Memorandum of Agreement

Following approval by the Great Plains IDEA academic board of directors and cabinet, the academic administrator for the institution shall sign a program memorandum of agreement (MOA) for each program with which it is affiliated.

d. Responsibilities and Expectations

A program affiliate in good standing shall:

- i. Support the academic program with which it is affiliated by participating in curriculum planning and course and program delivery and support the program financially at the institutional level.
- ii. Agree to the Great Plains IDEA Common Price set by the Alliance for that program and the revenue distribution model.
- iii. Agree to follow the Great Plains IDEA policies and procedures.
- iv. Complete the steps for institutional approval and implementation of the inter-institutional program.
- v. Ensure that distance programming promotes active learning, provides quality educational experiences, and is methodologically sound by committing to faculty development and course and program assessment.
- vi. Recruit and admit students to the program.



PROGRAM MEMORANDUM OF AGREEMENT
GREAT PLAINS INTERACTIVE DISTANCE EDUCATION ALLIANCE (GREAT PLAINS IDEA)

The Great Plains Interactive Distance Education Alliance (hereinafter called the Great Plains IDEA) is comprised of academic colleges offering inter-institutional baccalaureate and higher degree programs.

This memorandum of agreement is entered into by Board of Trustees of the University of Arkansas, acting for and on behalf of the University of Arkansas, Fayetteville -- Dale Bumpers College of Agricultural, Food and Life Sciences regarding participation as a program member of the Great Plains IDEA Gerontology program with the expressed purpose of offering inter-institutional distance education program(s) approved by the Great Plains IDEA academic board of directors and cabinet. Program affiliates shall include institutions that choose to be active participants in an academic initiative of the Great Plains IDEA. A separate memorandum of agreement shall be developed for each inter-institutional program and shall be executed by all program affiliates participating in the program.

To provide a method of operation by which the Great Plains IDEA participating institutions can conduct joint efforts, and in consideration of the mutual agreements in this memorandum of agreement, the program affiliate agrees to the following:

- I. **Description and Mission.** The Great Plains IDEA shall serve the faculty and administrators of participating institutions by offering workshops, recommending standards, sharing practices, and disseminating policy issues and recommendations that allow institutions to offer educational programs more efficiently and thereby give students and professionals more access to high quality education.
- II. **Alliance Governance.** The Great Plains IDEA is governed in accordance with the Alliance bylaws of the Great Plains IDEA cabinet and academic boards of directors.
- III. **Funding.** Each program affiliate shall bear its own costs of any activity, project, or program undertaken by the Alliance that is not funded by a contract, grant, or other support.
- IV. **Administration and Management.** Each program affiliate shall provide administrative oversight and program management in accordance with the Great Plains IDEA bylaws.
- V. **Responsibilities.** Responsibilities to the academic program(s) in which the program affiliate participates shall include:
 - A. Provide administrative support for inter-institutional academic program(s).
 - B. Support faculty participation in the planning and implementation of academic program(s).
 - C. Pay any program affiliate fees established by the Great Plains IDEA cabinet, and support inter-institutional programs with faculty and technological resources as agreed upon in separate program memoranda.
 - D. Commit to faculty development and course and program assessments that assure that distance programming promotes active learning, provides quality educational experiences, and is methodologically sound.

- E. Agree to the Common Price as recommended by the finance officers of the Great Plains IDEA institutions and approved by the Great Plains IDEA cabinet for the programs jointly being offered, subject to the approval of tuition and fee levels by the Board of Trustees of the University of Arkansas.

VI. Intellectual Property. All discoveries, technology, know-how, trademarks, copyrights, patents, and intellectual property arising out of or in connection with an inter-institutional program shall become the property of the program affiliate authoring, creating, or conceiving, and reducing it to practice and shall be subject to such terms and conditions as may be contained in any agreement that the program affiliate may have with the sponsors and shall be subject to the institutional intellectual property policies of the program affiliate institution.

VII. Termination. Based on the Great Plains IDEA bylaws, the sponsoring board of directors shall determine involuntary termination of program affiliation, based on nonpayment, nonparticipation, or other just cause. An institution may terminate its program affiliation in the Alliance by providing written notification to the Great Plains IDEA board of directors and the cabinet at the annual meeting at least one year in advance of termination. All terminations will be reviewed and approved by the Cabinet.

The Great Plains IDEA institutions (alliance member or program affiliate) initiating this memorandum and agreeing to these terms and conditions include:

The University of Arkansas	North Dakota State University
Iowa State University	Oklahoma State University
Kansas State University	Texas Tech University
The University of Missouri	

It is understood that additional parties may be invited to join this cooperative effort as outlined in the Great Plains IDEA Policy and Procedure manual.

The University of Arkansas will participate in this inter-institutional program by offering courses approved as a part of the program curriculum and by granting a master of science degree in Human Environmental Sciences with a concentration in Gerontology to students who successfully complete the inter-institutional program.

The University of Arkansas agrees to provide distance education courses for students admitted by other partnering institutions, to incorporate approved courses offered by other Alliance members and affiliates into its degree and certificate as appropriate, to admit fully qualified students and to advise graduate students in the inter-institutional program.

The University of Arkansas agrees to respect the academic standards and quality of the academic departments involved in this joint program. Faculty members of the partnering institutions who provide instruction in this program must meet qualifications for teaching graduate courses at their employing institution; further documentation or approval will not be required by the other partnering institutions.

The University of Arkansas retains the right to:

- 1) Uphold its established university admission processes and admission standards for students entering the inter-institutional program as University of Arkansas students.
- 2) Monitor academic performance, enforce standards, including disciplinary policies and procedures, and adherence to all other graduate school policies for students admitted to study at the institution.
- 3) Conduct graduation audits to assure compliance with university requirements.

- 4) Follow its established university review processes for approval of and modification to the curriculum.
- 5) Implement its university processes for course and program assessment.
- 6) Assign to the student's graduate committee approval oversight for courses applied to the student's program of study.

Institutional courses designated as Alliance courses will be:

- 1) Taught by faculty members approved by the partnering institutions that provide the instruction.
- 2) Taught according to the published schedule and at the enrollment capacity agreed upon by the inter-institutional program faculty.
- 3) Priced to all students enrolled in the Alliance section of the course at the current Alliance credit hour price for the program as approved by the Great Plains IDEA board of directors.
- 4) Open to other qualified students on a space-available basis.

Each partnering institution has the following responsibilities related to the inter-institutional program:

- 1) Actively recruit and admit students into the program in which it participates.
- 2) Support the development and delivery of courses taught by its faculty.
- 3) Provide student services and Internet-based program information to support the Alliance program.
- 4) Provide web-based information about the Alliance program and maintain links to the Alliance website for purposes of marketing the program and providing information to students and the public.
- 5) Support faculty participation in inter-institutional program faculty meetings and faculty development workshops.
- 6) Offer the courses it is assigned to teach according to the published schedule and provide the agreed-upon enrollment capacity for each course.
- 7) Comply with the Common Price and revenue distribution agreements negotiated for Great Plains IDEA inter-institutional programs.
- 8) Consider this document a financial aid consortium agreement and that each Great Plains IDEA member will comply as follows:
 - a. The admitting institution will be the home institution. The remaining institutions will be considered the secondary (host) institutions.
 - b. The host institutions will provide information and assistance to the home institution in order to assure compliance with all applicable financial aid regulations.
 - c. The host institution shall assist in the verification of attendance (including the last date of contact for students who have unofficially withdrawn) and shall provide the student's grades, Common Price, and other relevant information to the home institution.
 - d. Assist each other in compliance with existing financial aid regulations or new regulations that emerge subsequent to the signing of this document.
- 9) Notify the appropriate academic board if it wishes to withdraw from the program. Such intent must be announced to the academic board a full twelve months in advance of the date of withdrawal and provisions made to allow admitted students to complete program requirements.

If the decision is made to discontinue the program, every effort will be made, in accordance to the Alliance member's policies, to allow Alliance students who are currently admitted to the program to complete the program within four years and no students will be allowed to take more than five years from the dissolution date to complete their program.

By affixing the appropriate signatures to this document, Dale Bumpers College of Agricultural, Food and Life Sciences at The University of Arkansas indicates its desire to be a program affiliate of the Great Plains Interactive Distance Education Alliance and agrees to participate in the Great Plains IDEA according to the terms of the memorandum of agreement.

Signed the 24th day of Dec., 2014.



Signature of College Academic Administrator



Signature of University Academic Officer