### PROPOSAL – 1

### NEW DEGREE PROGRAM

 1. **PROPOSED PROGRAM TITLE:** Master of Science in Finance

 2. **CIP CODE REQUESTED:** 52.0801

Link for CIP Codes:   <http://nces.ed.gov/ipeds/cipcode/resources.aspx?y=55>

 3. **PROPOSED STARTING DATE:**

Fall Semester 2020

 4. **CONTACT PERSON**

 Name (Provost/Academic Affairs Officer): Dr. Terry Martin

 Title Senior Vice Provost for Academic Affairs

 Name of Institution: University of Arkansas

 E-mail Address: tmartin@uark.edu

 Phone Number: 479-575-2151

 Name (Program Contact Person): Dr. Pu Liu

 Title Professor and Department Chair, Finance

 E-mail Address pliu@walton.uark.edu

 Phone Number 479-575-4505

 5. **PROGRAM SUMMARY**

Provide a general description of the proposed program. Include overview of any curriculum additions or modifications; program costs; faculty resources, library resources, facilities and equipment; purpose of the program; and any information that will serve as introduction to the program.

The Master of Science in Finance is designed for early- to mid-career students who seek advanced education in Finance. The program prepares students to be effective financial management and provide students with cross-functional expertise and focus. In addition to the core courses in Finance, the program includes courses from related disciplines which allow students to specialize in one of four areas: Energy Finance and Risk Management; Business Analytics; Digital Technology; and Supply Chain Management.

 Admission Requirements: The Master of Science in Finance program is open to students who earned a bachelor’s or master’s degree from an accredited institution and can present evidence of their ability to do graduate work, including significant GPA, GMAT or GRE test scores, and recommendations. International students must submit acceptable TOEFL or IELTS scores or complete the Intensive English Language Program (Spring International Language Center) and demonstrate English proficiency.

 List degree programs or emphasis areas currently offered at the institution that support the proposed program.

 The program will share courses that are already offered in the master’s programs in Accounting (MACC), Economics, Information Systems, MBA, and Supply Chain Management at the Walton College.

 These courses are:

 ISYS 5103: Data Analytics Fundamentals

 ISYS 5833: Data Management Systems

 ISYS 5503: Decision Support and Analytics

 ISYS 5843 Seminar in Business Intelligence and Knowledge Management

 ISYS 5173 Blockchain Fundamentals

 ISYS 5133 Blockchain and E-Business Development

 ISYS 5453 Blockchain and Enterprise Data

 SCMT 5623 Supply Chain Innovation and Technology

 SCMT 5633 Introduction to Supply Chain Management

 SCMT 5663 Retail and CPG Supply Chain Management

 SCMT 5683 Supply Chain Management in Global Business

 SCMT 5693 Predictive Supply Chain Analytics

 List degree programs or emphasis areas currently offered at the institution that support the proposed program.
Enterprise Systems Graduate Certificate (Business Analytics Concentration)
Master of Accounting (MACC)

 Master of Arts in Economics (ECONMA)

 Master of Business Administration (MBA)
Master of Information Systems (INSYMI)

 6. **NEED FOR THE PROGRAM**

 (Submit Employer Needs Survey Forms)

 Provide survey data. Submit numbers that show job availability, corporate demands and employment/wage projections, not student interest and anticipated enrollment. Focus mostly on state needs and less on regional and national needs, unless applicable to the program.

 Survey data can be obtained by telephone, letters of interest, student inquiry, etc. Focus mostly on state needs for undergraduate programs; for graduate programs, focus on state, regional and national needs.

 At the undergraduate level, Finance is one of the largest majors at the University of Arkansas because industry demand outstrips supply for Finance graduates. At the graduate level, Finance graduates are equally in great demand but short supply. Demand for students possessing graduate degrees is in all areas of Finance, including Investment and Commercial Banking, Investment Advisory, Equity and Fixed Income Research, Risk Management, Corporate Finance, Treasury Management, Financial Planning and Analysis, Corporate Development, Private Equity, Commodities Trading, Wealth Advising, Real Estate (including appraisal, commercial, and residential roles), Leasing, Lending, and Sales and Trading.

Provide names and types of organizations/businesses surveyed.

Some of the larger Arkansas-based companies that we already have close relationships with are highly interested in employing students possessing graduate degree in Finance. Those companies include Walmart Stores Corporation, Tyson Foods, Stephens Inc. Investment Bankers, Crews & Associates Investment Bank, Arvest Bank, USA Truck, Murphy USA, and Murphy Oil. We also place large numbers of students with companies in the Dallas-Fort Worth, Houston, Bartlesville, Tampa, Wichita, and New York areas, with firms like J.P. Morgan Chase, ExxonMobil, Phillips 66, Koch Industries, Pepsi, Copart, 49 Financial, Fidelity Investments, TIAA, Deloitte, etc. These firms are highly interested in hiring students who possess graduate degrees in Finance.

 Letters of support should address the following when relevant: the number of current/anticipated job vacancies, whether the degree is desired or required for advancement, the increase in wages projected based on additional education, etc.

 Indicate if employer tuition assistance is provided or if there are other enrollment incentives.

 Employer tuition assistance is generally not provided for students, nor are other enrollment incentives offered. However, many firms offer partial or total tuition reimbursement for courses taken by existing employees full- or part-time, sometimes outright, sometimes based on company need.

 Describe what need the proposed program will address and how the institution became aware of this need.

 The proposed program will address the currently unfilled demand for new hires in the financial services industry, corporate finance, real estate, banking, energy, and wealth management/advising. We are aware of the need for large numbers of new hires with graduate degrees in Finance as a result of existing relationships, company visits, and recruiting efforts with companies by Finance Department faculty and staff.

 The recent switch from defined benefit to defined contribution retirement savings plans coupled with insufficient training programs designed not only to recruit but also to keep new wealth advisors has created insatiable demand for seasoned wealth advisors who possess life skills and experience well beyond those of new hires with undergraduate degrees. Growth in regulatory complexity and the explosion of data availability has similarly increased the complexity of financial management function, creating huge demand for graduate level education in Finance. The experience of the Great Recession and important concepts such as that of “Black Swan” complicate matters by casting doubt on parametric statistics. State-of-the-art use of machine learning both in web scraping applications and adaptive modelling using Monte Carlo simulations seeking best fit instead of simply applying parametric statistics creates further demand for graduates with advanced degrees in Finance. New technology associated with cryptocurrencies and blockchain are making companies rethink everything once known about venture capital. Adding to this is the huge need for corporate America to simplify business processes and analyze vast quantities of data using machine learning, one gets an almost unlimited demand for students with graduate degrees in Finance.

 One of the critical constraints facing the State and the nation is the ability of companies to analyze, digest, visualize, and ultimately harness the data to drive financial and other quantitative decision-making in business, science, society, and government. The Master of Science in Finance program will guide students through financial modeling and theory to computational practice and cutting-edge tools, providing a thorough training in descriptive, predictive, and prescriptive analytics. Graduates of this program will be armed with a comprehensive knowledge of finance and machine learning methods, optimization, and computing. These finance skills supplemented by “big-data” programming ability will enable our graduates to identify, assess, and seize opportunities for data-driven value creation.

 Indicate which employers contacted the institution about offering the proposed program.

 Companies that have singled out this need include ExxonMobil; Stephens Inc.; Crews & Associates; Raymond James; Walmart Stores Corporation; Wells Fargo Securities; Phillips 66; and Koch Industries.

Indicate the composition of the program advisory committee, including the number of members, professional background of members, topics to be considered by the members, meeting schedule (annually, bi-annually, quarterly), institutional representative, etc.

 The program advisory committee to be associated with the Master of Science in Finance will include a sub-set of the Garrison Financial Institute, with no less than 10 members, including executives from investment banking, real estate, research, banking, financial planning and analysis, corporate development, and commodities trading. This committee will meet annually as part of the Garrison Financial Institute. Working with the career center, we can obtain feedback and suggestions on program content. The Garrison Financial Institute is already funded and staffed to handle such a committee.

 Indicate the projected number of program enrollments for Years 1 - 3.

 10 students.

 Indicate the projected number of program graduates in 3-5 years.

 We expect enrollment to grow to 25 students in 5 years.

7. **CURRICULUM**

#  Provide curriculum outline by semester (include course number and title).

#  (For bachelor’s degree program, submit the 8-semester degree plan.)

The 30 Credit Hour FINNMS includes the following Required Core Courses:

FINN 5223 Financial Markets and Valuation

FINN 5303 Advanced Corporate Financial Management

FINN 5313 Advanced Commercial Banking

FINN 5333 Investment Theory and Management

FINN 541V Shollmier Investment Project

ACCT 5223 MBA Accounting Analysis

 Choose one of the following:

ACCT 5463 Financial Statement Analysis

ACCT 5523 Advanced Accounting Information Systems

ECON 5243 Managerial Economics

ISYS 5103 Data Analytics Fundamentals

## **Students select from 4 Specialized Concentrations: 1) Energy Finance and Risk Management; 2) Finance and Business Analytics; 3) Finance and Digital Technology; and 4) Finance and Supply Chain Management. Each concentration allows for students to incorporate 9 hours of specialized courses.**

 Energy Finance and Risk Management Concentration

|  |  |  |
| --- | --- | --- |
| **FALL** |  |  |
| FINN 5223 | Financial Markets and Valuation | 3 |
| FINN 5313 | Advanced Commercial Banking | 3 |
| ACCT 5223 | MBA Accounting Analysis | 3 |
| Elective | Finance Core Requirement  | 3 |
| Elective | Specialized Concentration Elective | 3 |
|  |  |  |
| **SPRING** |  |  |
| FINN 5303 | Advanced Corporate Financial Management | 3 |
| FINN 5333 | Investment Theory and Management | 3 |
| FINN 541V | Shollmier Investment Project | 3 |
| Elective | Specialized Concentration Elective  | 3 |
| Elective | Specialized Concentration Elective | 3  |
|  |  | 30 |

Students Choose 3 from the following Specialized Electives for the Energy Finance and Risk Management concentration:

ACCT 5993 Energy Accounting (Sp or Fa) 3 credit hours

##  FINN 5173 Energy Finance and Risk Management (Fa) 3 credit hours

##  FINN 510V Special Topics in Finance (Sp, Su, Fa) 3 credit hours

## Students are encouraged to take GARP’s Energy Risk Professional (ERP®) certification program(for which the Walton College of Business is already a Partner school).

Finance and Business Analytics Concentration

|  |  |  |
| --- | --- | --- |
| **FALL** |  |  |
| FINN 5223 | Financial Markets and Valuation | 3 |
| FINN 5313 | Advanced Commercial Banking | 3 |
| ACCT 5223 | MBA Accounting Analysis | 3 |
| Elective | Finance Core Requirement  | 3 |
| Elective | Specialized Concentration Elective | 3 |
|  |  |  |
| **SPRING** |  |  |
| FINN 5303 | Advanced Corporate Financial Management | 3 |
| FINN 5333 | Investment Theory and Management | 3 |
| FINN 541V | Shollmier Investment Project | 3 |
| Elective | Specialized Concentration Elective  | 3 |
| Elective | Specialized Concentration Elective | 3  |
|  |  | 30 |

Students Choose 3 from the following Specialized Electives for the Finance and Business Analytics concentration:

## ISYS 5103 Data Analytics Fundamentals[[1]](#footnote-1) (Fa) 3 credit hours

## ISYS 5833 Data Management Systems (Sp) 3 credit hours

## ISYS 5503 Decision Support and Analytics (Fa) 3 credit hours

## ISYS 5843 Seminar in Business Intelligence and Knowledge Management (Sp) 3 credit hours

##  Option to take ISYS 5103 Data Analytics Fundamentals as part of the core. Completing the Finance and Business Analytics Specialization will make students eligible for the Enterprise Systems Graduate Certificate; Business Analytics Track.

Finance and Digital Technology Concentration

|  |  |  |
| --- | --- | --- |
| **FALL** |  |  |
| FINN 5223 | Financial Markets and Valuation | 3 |
| FINN 5313 | Advanced Commercial Banking | 3 |
| ACCT 5223 | MBA Accounting Analysis | 3 |
| Elective | Finance Core Requirement  | 3 |
| Elective | Specialized Concentration Elective | 3 |
|  |  |  |
| **SPRING** |  |  |
| FINN 5303 | Advanced Corporate Financial Management | 3 |
| FINN 5333 | Investment Theory and Management | 3 |
| FINN 541V | Shollmier Investment Project | 3 |
| Elective | Specialized Concentration Elective  | 3 |
| Elective | Specialized Concentration Elective | 3  |
|  |  | 30 |

Students Choose 3 from the following Specialized Electives for the Finance and Digital Technology concentration:

###

##  ISYS 5103 Data Analytics Fundamentals[[2]](#footnote-2) (Fa) 3 credit hours

##  ISYS 5173 Blockchain Fundamentals (Su, Fa) 3 credit hours

##  ISYS 5133 Blockchain and E-Business Development (Fa) 3 credit hours

##  ISYS 5453 Blockchain and Enterprise Data (Sp) 3 credit hours

## 2 Option to take ISYS 5103 Data Analytics Fundamentals as part of the core. Completing the Finance and Digital Technology Specialization will make students eligible for the Enterprise Systems Graduate Certificate; Blockchain Enterprise Systems Track.

Finance and Supply Chain Management Concentration

|  |  |  |
| --- | --- | --- |
| **FALL** |  |  |
| FINN 5223 | Financial Markets and Valuation | 3 |
| FINN 5313 | Advanced Commercial Banking | 3 |
| ACCT 5223 | MBA Accounting Analysis | 3 |
| Elective | Finance Core Requirement  | 3 |
| Elective | Specialized Concentration Elective | 3 |
|  |  |  |
| **SPRING** |  |  |
| FINN 5303 | Advanced Corporate Financial Management | 3 |
| FINN 5333 | Investment Theory and Management | 3 |
| FINN 541V | Shollmier Investment Project | 3 |
| Elective | Specialized Concentration Elective  | 3 |
| Elective | Specialized Concentration Elective | 3  |
|  |  | 30 |

Students Choose 3 from the following Specialized Electives for the Finance and Supply Chain Management concentration:

###

##  SCMT 5623 Supply Chain Innovation and Technology (Sp) 3 credit hours

##  SCMT 5633 Introduction to Supply Chain Management (Fa) 3 credit hours

##  SCMT 5663 Retail and CPG Supply Chain Management (Fa) 3 credit hours

##  SCMT 5683 Supply Chain Management in Global Business[[3]](#footnote-3) (Sp) 3 credit hours

##  SCMT 5693 Predictive Supply Chain Analytics (Sp) 3 credit hours

3 Prerequisite for SCMT 5683 is SCMT 5663

Give total number of semester credit hours required for the program, including prerequisite courses.

30 hours

Identify new courses *(in italics)* and provide course descriptions.

***FINN 5313: Advanced Commercial Banking****This course focuses on advanced risk management strategies commonly implemented at regional and large commercial banks. Topics include financial statement analysis of banks and holding companies, credit analysis of global cash flow, Basel III capital requirements and stress testing, interest rate risk measurement and management, and interest rate hedging with derivatives.*

Identify required general education courses, core courses and major courses.

None

For each program major/specialty area course, list the faculty member assigned to teach the course.

FINN 5223 Financial Markets and Valuation
Faculty Member: Scott Hsu

FINN 5303 Advanced Corporate Financial Management

Faculty Member: Tomas Jandik

FINN 5313 Advanced Commercial Banking

Faculty Member: Tim Yeager

FINN 5333 Investment Theory and Management

Faculty Member: Alexey Malakhov

FINN 541V Shollmier Investment Project

Faculty Member: Craig Rennie

ACCT 5223 MBA Accounting Analysis

Faculty Member: TBD

ACCT 5463 Financial Statement Analysis

Faculty Member: Michael Crawley

ACCT 5523 Accounting Data Analytics

Faculty Member: Katie Terrell

ECON 5243 Managerial Economics

Faculty Member: Raja Kali

ISYS 5103 Data Analytics Fundamentals

Faculty Member: Jeff Mullins

## ACCT 5993 Energy Accounting Faculty Member: Charles LeflarFINN 5173 Energy Finance

Faculty Member: Craig Rennie

FINN 510V Special Topics in Finance
Faculty Member: Varied Faculty

## ISYS 5833 Data Management Systems Faculty Member: Jeff Mullins

## ISYS 5503 Decision Support and Analytics Faculty Member: Paul Cronan

ISYS 5843 Seminar in Business Intelligence and Knowledge Management
Faculty Member: Elizabeth Keiffer

## ISYS 5133 Blockchain and E-Business Development Faculty Member: Zachary Steelman

## ISYS 5453 Blockchain and Enterprise Data Faculty Member: Zachary Steelman

## SCMT 5623 Supply Chain Innovation and Technology Faculty Member: Sebastian Garcia-Dastugue

## SCMT 5633 Introduction to Supply Chain Management Faculty Member: Christian Hofer

## SCMT 5663 Retail and CPG Supply Chain Management Faculty Member: Christian Hofer

## SCMT 5683 Supply Chain Management in Global Business Faculty Member: Remko Van Hoek

## SCMT 5693 Predictive Supply Chain Analytics Faculty Member: John Aloysius

Identify courses currently offered by distance technology (with an asterisk\*) and endnote at the end of the document.

FINN 5303 Advanced Corporate Financial Management\*

FINN 5333 Investment Theory and Management\*

Indicate the number of contact hours for internship/clinical courses.

3 hours.

 State the program admission requirements.

 The Master of Science in Finance program is open to students who earned a bachelor’s or master’s degree from an accredited institution and can present evidence of their ability to do graduate work, including significant GPA, GMAT or GRE test scores, and recommendations. International students must submit an acceptable TOEFL or IELTS scores or complete the Intensive English Language Program (Spring International Language Center) and demonstrate English proficiency. Other admissions criteria can be

 considered on a case by case basis.

 Describe specified learning outcomes and course examination procedures.

 The Master of Science in Finance program will guide students through financial modeling and theory to computational practice and cutting-edge tools, providing a thorough training in descriptive, predictive, and prescriptive analytics. Graduates of this program will be armed with a comprehensive knowledge of finance and machine learning methods, optimization, and computing. These finance skills supplemented by “big-data” programming ability will enable our graduates to identify, assess, and seize opportunities for data-driven value creation.

 Graduates of the Master of Science in Finance program will have achieved the learning outcomes as tested by course performance and examination procedures of applying finance and related disciplines with machine learning, optimization, and computing skills necessary to identify, assess, and exploit opportunities for financial modeling and data-driven value creation in private and public sector applications. Examinations will involve problem solving and practicum-style data-analysis, depending upon the course.

 Include a copy of the course evaluation to be completed by the student.

 The Standard Purdue Course Evaluation form attached will be used.

 Include information received from potential employers about course content.

 Potential employers expressed the need for strong finance, accounting, and machine learning skills (especially programming in Python) necessary to facilitate web scraping, forecasting, causal inference, risk management, valuation, portfolio management, and other skills for analyzing copious amounts of financial data. These needs will be addressed through our teaching in the program.

 Provide institutional curriculum committee review/approval date for proposed program.
December 11, 2019

 8. **FACULTY**

 List the names and credentials of all faculty teaching courses for the proposed program. Include college/university awarding degree; degree level; degree field; subject area of courses faculty currently teaching and/or will teach. (For associate degrees and above: A minimum of one full-time faculty member with appropriate academic credentials is required.)

**Faculty Member Degree Institution**

Scott Hsu Ph.D. Finance North Carolina – Chapel Hill

Tomas Jandik Ph.D. Finance University of Pittsburgh

Wayne Lee Ph.D. Finance UCLA

Xi Li Ph.D. Finance Vanderbilt University

Pu Liu Ph.D. Finance Indiana University

Alexey Malakhov Ph.D. Economics Northwestern University

Craig Rennie Ph.D. Finance University of Oregon

Tim Riley Ph.D. Finance University of Kentucky

Tim Yeager Ph.D. Economics Washington U. in St. Louis

 Faculty CV’s attached.

 Indicate lead faculty member or program coordinator for the proposed program.

 Pu Liu, Professor and Chair, Finance Department

 Total number of faculty required for program implementation, including the number of existing faculty and number of new faculty. **For new faculty, provide the expected credentials/experience and expected hire date.**

Nine existing faculty.

 For proposed graduate programs: Provide the curriculum vita for faculty teaching in the program, and the expected credentials for new faculty and expected hire date. Also, provide the projected startup costs for faculty research laboratories, and the projected number of and costs for graduate teaching and research assistants.

 There will not be any lab or graduate assistantship costs.

9. **DESCRIPTION OF RESOURCES**

 Current library resources in the field NONE

 Current instructional facilities including classrooms, instructional equipment and technology, laboratories (if applicable)
Existing facilities will be used.

 New instructional resources required, including costs and acquisition plan
Existing resources in Walton will be used.

10. **NEW PROGRAM COSTS – Expenditures for the first 3 years**

 New administrative costs (number and position titles of new administrators): NONE

 Number of new faculty (full-time and part-time) and costs: 1 full-time faculty member

 New library resources and costs: NONE

 New/renovated facilities and costs: NONE

 New instructional equipment and costs: NONE

 Distance delivery costs (if applicable): NONE

 Other new costs (graduate assistants, secretarial support, supplies, faculty development, faculty/students research, program accreditation, etc.): NONE

 **If no new costs required for program implementation, provide explanation.**

 No new costs are required for program implementation.

 Existing resources in Walton will be used. Existing faculty in Finance, Accounting, Information Systems, and Supply Chain will teach the courses and the department will be conducting a search this academic year to replace one, existing, full-time faculty member position. Except for the new proposed course, all courses are already offered on a regular basis.

 For the new courses, the department has plans to combine courses with slightly different requirements to be able to staff the new course. If the proposed program experiences rapid growth in the number of students, then resource constraints will be re-evaluated in the future.

 Marketing and recruiting costs for the program will be supported by the College.

11. **SOURCE OF PROGRAM FUNDING – Income for the first 3 years of program operation**

 If there will be a reallocation of funds, indicate from which department, program, etc.

The program will be initially funded using Walton College operational funds and, eventually, program revenues as they are generated. Start-up marketing and recruiting costs will initially be supported by the College. Administrative responsibilities will be handled by the Finance Department Master’s Program Coordinator.

As noted above, for the only new course (FINN 5313, Advanced Commercial Banking), the department has plans to re-organize faculty teaching to staff the course. The Dean’s office has agreed to provide one additional tenure-track position to the Department, and this faculty member will join the department in Fall 2020, which can be utilized for the new program.

 Provide the projected annual student enrollment, the amount of student tuition per
 credit hour, and the total cost of the program that includes tuition and fees.

Expected student enrollment for the first 3 years is 10-15.

Tuition and Fees based on current rates for other master’s programs – 30 hours

In-State Tuition & Fees: $658.36/hour, Total=$19,751

Out-of-State Tuition & Fees: $1,664.60/hour, Total=$49,938

International Tuition & Fees: $1,741.70/hour, Total=$52,251

Indicate the projected annual state general revenues for the proposed program (Provide
the amount of state general revenue per student).

Other (grants [list grant source & amount of grant], employers, special tuition rates,
mandatory technology fees, program specific fees, etc.).

12. **ORGANIZATIONAL CHART REFLECTING NEW PROGRAM**

 Proposed program will be housed in (department/college): Department of Finance

13. **SPECIALIZED REQUIREMENTS**

 If specialized accreditation is required for program, list the name of accrediting agency.

 No specialized accreditation is required for our program. The accrediting agency would have been AACSB International.

 Indicate the licensure/certification requirements for student entry into the field.

 None

#  Provide documentation of Agency/Board review/approvals (education, nursing--initial approval required, health-professions, counseling, etc.)

14. **BOARD OF TRUSTEES APPROVAL**

 Provide the date that the Board approved (or will consider) the proposed program.

 March 19, 2020

 Provide a copy of the Board meeting agenda that lists the proposed program, and written documentation of program/unit approval by the Board of Trustees prior to the Coordinating Board meeting that the proposal will be considered.

15. **SIMILAR PROGRAMS**

#  List institutions offering program:

 Arizona State University W. P. Carey School of Business

Brown University

Georgetown University

Indiana University

Johns Hopkins University

MIT Sloan School of Management

Northeastern University

 Purdue University

 University of Notre Dame

 University of Rochester

 University of Texas McCombs School of Business

 University of Texas at Dallas

 UC Berkeley Haas School of Business

 UC LA Anderson School of Management

 University of Southern California

 Vanderbilt University

 Villanova University

 Washington University in St. Louis

 Proposed undergraduate program – list institutions in Arkansas

 Proposed master’s program – list institutions in Arkansas and region

 None

 Proposed doctoral program – list institutions in Arkansas, region, and nation

 State why proposed program needed if offered at other institutions in Arkansas or
 region.

 None

 List institution(s) offering a similar program that the institution used as a model to
 develop the proposed program.

Indiana University

 University of Notre Dame

 Provide a copy of the e-mail notification to other institutions in the state notifying them of the proposed program. Please inform institutions not to send the response to **“Reply All”**. If you receive an objection/concern(s) from an institution, reply to the institution and copy ADHE on the email. That institution should respond and copy ADHE. If the objection/concern(s) cannot be resolved, ADHE may intervene.

 **Note: A written institutional objection/concern(s) to the proposed program/unit may delay Arkansas Higher Education Coordinating Board (AHECB) consideration of the proposal until the next quarterly AHECB meeting.**

16. **DESEGREGATION**

 State the total number of students, number of black students, and number of other minority students enrolled in related degree programs, if applicable.

 N/A

1. **INSTITUTIONAL AGREEMENTS/MEMORANDUM OF UNDERSTANDING (MOU)**

 If the courses or academic support services will be provided by other institutions or organizations, include a copy of the signed MOU that outlines the responsibilities of each party and the effective dates of the agreement.

1. **ACADEMIC PROGRAM REVIEW**

 Provide scheduled program review date (within 10 years of program implementation date).

 2021-2022

1. **PROVIDE ADDITIONAL INFORMATION IF REQUESTED BY ADHE** **STAFF**
2. **INSTRUCTION BY DISTANCE TECHNOLOGY**

 If the proposed program will be offered by distance technology, provide the following information:

 Summarize institutional policies on the establishment, organization, funding and management of distance courses/degrees.

An academic department intending to propose new distance programs are required to identify the program’s anticipated costs, funding sources, demand, and need for library resources, and to present plans to address the increased workload. The proposal needs to be approved by Vice Provost for Distance Education, Academic College, University Course and Programs Committee, Graduate Council (if at the graduate level), Faculty Senate, Provost, Board of Trustees, and Arkansas Department of Higher Education. Change requests for existing distance courses and programs follow similar approval processes. Global Campus assists programs during the conceptualization, market research, and planning stage. Once programs are approved, it provides start-up capital and course development funds as well as in-kind support by Global Campus’s instructional designers, academic technologists, and marketing and recruitment teams. Global Campus also supports compliance with interstate regulatory requirements. All distance courses are certified to be complete only when they meet appropriate quality standards.

 Describe the internal organizational structure that coordinates (development, technical support, oversight) distances courses/degrees.

Global Campus is a supporting unit that provides assistance in course development and maintenance, technical support for both faculty and students, quality assurance, and compliance to all online programs across the campus.

Summarize the policies and procedures to keep the technology infrastructure current.

IT Services maintains the technology infrastructure to ensure the security and compatibility of enterprise systems as guided by the [Computer and Network Security Policy](https://its.uark.edu/policies/network-security/), [Data Management Use and Protection Policy](https://vcfa.uark.edu/policies/fayetteville/uits/3095.php), and [Acquisition of Enterprise Systems Policy](https://vcfa.uark.edu/policies/fayetteville/uits/3096.php). The [Computer Activities Council](https://provost.uark.edu/committees/cac.php) (CAC), the information technology governance structure at the University, facilitates participation of students, faculty, staff, and administrators in long-range planning and setting of priorities for IT Services.

Updates to applications (learning management system, video conferencing software, web conferencing software, etc.) are reviewed by application administrators and stakeholder representatives on a regular basis to ensure continuity of operation, security, and high levels of performance and support.

The Global Campus Instructional Design and Support Services team, along with the IT Services Director of Academic Technology and Innovation, work with faculty to identify, evaluate, pilot, and deploy emerging technology solutions that will enhance teaching and learning.

 Summarize the procedures that assure the security of personal information.

Procedures are in accordance with the [Computer and Network Security Policy](https://its.uark.edu/policies/network-security/), [Code of Computing Practices](https://its.uark.edu/policies/code/), and [Privacy Policy](https://its.uark.edu/policies/privacy/). The IT Security group monitors university systems and performs security audits of resources. IT Services also provides security services such as security information, anti-virus software, and security alerts.

University systems (student information system, learning management system, etc.) require authentication. Privileged supervisory accounts are limited and managed by system administrators.

Users must agree to the Code of Computing Practices and take a security quiz when setting up their UARK accounts. Users agree to comply with security mechanisms and to keep login credentials private.

Links to the [privacy policies of third-party tools used in online instruction](https://tips.uark.edu/privacy-policy-links/) are provided in the information section of online courses and support sites.

 Provide a list of services that will be outsourced to other organizations (course materials, course management and delivery, technical services, online payment, student privacy, etc.).

\*These courses will be taught in blended form which are online but students will meet with faculty face-to-face during weekends for five times during the semester. Those courses are already currently offered to the MBA students at the Sam M. Walton College of Business, and there is no new on line courses that need to be offered.

1. [↑](#footnote-ref-1)
2. [↑](#footnote-ref-2)
3. [↑](#footnote-ref-3)