Program Conversion Proposal

Provost approval is required to discontinue a campus program in favor of an online only program. Proposals will be reviewed by the MU Distance Education Advisory Board. The Board will make recommendations to the Provost regarding proposals.

Proposal Guidelines

Program Overview
1. College or School
2. Department
3. Program title
4. Program type (e.g., graduate or undergraduate degree, or graduate certificate)
5. Number of tenure-track faculty supporting the campus program
6. Number of NTT faculty supporting the campus program
7. Number of adjunct faculty supporting the program
8. Number of graduate assistantships supporting the program
9. Number of credit hours generated by campus students for 3 previous academic years
10. Number of credit hours generated by distance students for 3 previous academic years

Rationale for Program Conversion
1. What is the primary reason for seeking to discontinue the campus program in favor of online only?

2. How does the proposed change support the department's and college/school's mission?

3. What are the implications for the academic unit's research mission?

4. How will this change affect program capacity?

5. How will your program infrastructure change?

6. Other than potential revenue share, what are the cost benefits to the university and the academic unit?

7. Who are the prospective students for the online program? How do they differ from your current campus students?

8. What will happen to your campus students? What is your teach-out plan for current students who do not want to be in an online program?

9. How will this change benefit students?

10. What steps will the academic unit take to ensure student learning experiences are maintained at the current level or enhanced as a result of the change?

11. What professional development is needed for faculty to prepare for teaching online?

Signatures

Department Chair   Date

Dean   Date