

106 Proposal # (Academic Affairs use only)      AY20-621 Proposal # (College use only)

## REQUEST FOR ONLINE DELIVERY OF EXISTING PROGRAM

University of Central Oklahoma

**Please note: All information contained in this form will be reviewed by persons outside of your college. Please use clear and concise language when completing this form.**

Oklahoma State Regents for Higher Education define online programs as those offered in such a manner that an individual student can take 100 percent of the courses for the major through online delivery or other computer-mediated format; or (2) the program is advertised as available through online delivery or other computer-mediated format. A major is defined as courses in the discipline of the student's declared degree program, excluding support courses, general education courses, and elective courses (State Regents' Policy 3.16.2). Criteria for approval are based on qualitative consideration and the compatibility of the requested offering with the institution's mission and capacity as described below.

Name of Program-major/certificate to be considered for online delivery:

Certificate in Disaster Management

Is this program-major:           Undergraduate        X   Graduate

Is this a teacher preparation program? (All courses required for any teacher preparation program must have approval from the Council on Teacher Education (CTE) before approval from AACC or Graduate Council.)

     Yes        X   No      If yes, send copy of proposal to the Director of Teacher Education, Dr. Bryan Duke.  
CTE Approval (Stamp or initial) \_\_\_\_\_

Does this program affect other programs or departments?

     Yes        X   No      If yes, provide name(s) of department chair(s) contacted, date(s), and results of discussion(s).

Political Science

Department submitting the proposal

Alyssa L. Provencio

Person to contact with questions

aprovencio@uco.edu

email address

5537

Ext. number

Approved by:

9/18/2020

Department Chair

Date

Rozilyn Miller

Digitally signed by Rozilyn Miller  
Date: 2020.09.18 16:34:27 -05'00'

College Curriculum Committee Chair

Date

(Please notify department chair when proposal is forwarded to dean.)

Dean Catherine Webster

Digitally signed by Dean Catherine Webster  
Date: 2020.09.21 09:34:07 -05'00'

College Dean

Date

(Please notify department chair when proposal is forwarded to AA.)

Academic Affairs Curriculum or Graduate Council

Date

JCGS Dean (for Graduate Proposals)

Date

Office of Academic Affairs

Date

Effective term (assigned by AA)

### **3.16.11 Approval of Subsequent Online Programs**

The process for requesting additional existing programs (new programs must be requested through the *Academic Program Approval* policy) through online delivery or other computer-mediated format is for the President to send the following information to the Chancellor: 1) letter of intent 2) the name of the program, 3) delivery method/s, 4) information related to population served and student demand, 5) cost and financing.

The letter of intent must have been submitted to the Chancellor prior to filling out the request form.

#### **2. Delivery Method**

Electronically Delivered Programs must also describe the delivery method that will be used to deliver the program content (e.g., Blackboard, Desire2Learn, etc.) and the major features that will facilitate learning. (3.16.11.B.2)

**All courses will be facilitated through the D2L system and delivered asynchronously. All courses will be approved by the Center for e-Learning and Connected Environments and instructors approved to teach in the online format.**

#### **3. Demand for the Program**

Proposed programs must respond to the needs of the larger economic and social environment. Thus, the institution must demonstrate demand for the proposed program. (3.4.5.F)

1. Student Demand: Clearly describe all evidence of student demand, normally in the form of surveys of potential students and/or enrollments in related programs at the institution, which should be adequate to expect a reasonable level of productivity.

**This certificate is embedded within the MPA program. The MPA program has recently moved into the online sphere and this request reflects that change. The shift better accommodates working professionals, parents, students in rural areas with long commute times, and allows us to market to the Tulsa area.**

2. Employer Demand: Clearly describe all evidence of sufficient employer demand, especially in the five workforce ecosystems developed by the State Department of Commerce that includes aerospace and defense, energy, agriculture and biosciences, information and financial services, and transportation and distribution. This demand can be demonstrated in the form of anticipated openings in an appropriate service area and in relation to existing production of graduates for the institution's service area and/or state. Such evidence may include employer surveys, current labor market analyses, and future manpower projections. The following websites may provide useful information: [https://www.ok.gov/oesc/Labor Market/Industry and Occupational Employment Projectio ns/](https://www.ok.gov/oesc/Labor_Market/Industry_and_Occupational_Employment_Projectio ns/) and <https://www.okhighered.org/econ-dev/dashboards/> Where appropriate, evidence should demonstrate employers' preferences for graduates of the proposed program over persons having alternative existing credentials and employers' willingness to pay higher salaries to graduates of the proposed program.

Consistent with the forecast for MPA graduates, disaster management is also a growing field. As made evident by the COVID-19 pandemic, many communities are underprepared to handle public health crises. This is also true of other natural and man-made disasters. This online complement to the MPA online program extends the reach of the current face-to-face delivery of the Certificate. It will allow those working in rural areas of Oklahoma to access additional knowledge to enhance their abilities and skills. Eventually, the reach may extend beyond Oklahoma.

## 7. Cost and Funding of the Proposed Program

The resource requirements and planned sources of funding of the proposed learning mode must be detailed in order to assess the adequacy of the resources to support a quality program. This assessment is to ensure that the program will be efficient in its resource utilization and to assess the impact of this proposed learning mode on the institution's overall need for funds. (3.16.11.B.7)

**No additional costs are associated with this request, aside from the standard stipend awarded to someone developing an online course. Three out of four required courses are already online. The last course will be developed (Managing Public Sector Crises), not only for this Certificate, but also as an elective for the online MPA program.**

Provide productivity goals related to the cost and funding of the proposed program.

**The course to be developed would likely be developed regardless of the online program delivery in order to serve the MPA program. There is no additional cost to implement the online delivery.**