

GLOBAL CAMPUS COURSE DEVELOPMENT APPLICATION FORM

Thank you for providing the information needed to start developing or rebuilding your proposed online course(s). This form will help streamline the development approval process. Please complete all fields, obtain all signatures (page 2), and send the completed form to online@uark.edu for processing.

We are here to help you. Email us at online@uark.edu if you have questions or suggestions about the form or the approval process. **We look forward to working with you!**

Course Information

Subject Code/Catalog #: (Example: HESC 1603)	
Course Title:	
Development Type:	New <input type="radio"/> Rebuild* <input type="radio"/>
Online program the course is associated with (if any):	
Semester the course will be developed:	Fall <input type="checkbox"/> 2016 <input type="checkbox"/>
Semester the course will be offered online:	Spring <input type="checkbox"/> 2017 <input type="checkbox"/>
Course Rotation Schedule:	FA <input type="checkbox"/> SP <input type="checkbox"/> SU I <input type="checkbox"/> SU II <input type="checkbox"/> Other <input type="checkbox"/> _____
Enrollment Capacity:	

*Rebuild: Complete re-development of an existing online course beyond routine updates and revisions

We often receive more applications than we can accept. To help us prioritize, please explain how online delivery of this course best serves students.

Check all that apply

Specify

- Course is required for an online program
- Course is an elective for an online program
- Course is a pathway for students to enroll in a UofA program
- Course is offered through consortium (e.g. AG*IDEA ACCEP(S))
- Online delivery will make course available to off-campus students (e.g. those employed off-campus or serving internship)
- Online delivery will ease crowding in high-enrollment on-campus courses
- Instructor is uniquely qualified but located off-campus
- Rebuild of an existing online course
- Other

Additional Comments (optional)

Signatures

Department Head or Chair:

Name		Email	
Compensation	<input type="radio"/> Development In-load (No compensation) <input type="radio"/> Compensation (The fully-appointed faculty member should be eligible for extra compensation.) Other _____		
Copyright	<input type="radio"/> Course Development under Category II of the Copyright and Distance Learning Board Policy <input type="radio"/> Course Development under Category III of the Copyright and Distance Learning Board Policy <input type="radio"/> Course Development under Category IV of the Copyright and Distance Learning Board Policy		
Signature		Date	

Faculty Developer(s):

Name		Email	
Department		Phone	
Signature		Date	

Dean or Associate Dean:

Name		Email	
Signature		Date	

Compensation

The compensation will be transferred to the college/school when the following criteria and expectations are met.

- ALL course components fully developed
- Listing of the course in UAConnect through the Global Campus
- Collaboration with the Global Campus instructional designers throughout the development process
- Certification by the Global Campus Instructional Design team that the course meets the top 21 Quality Matters standards

Copyright Policy

Courses and/or all individual assets/modules/materials developed are subject to the [Copyright and Distance Learning Board Policy](#) of the University of Arkansas. Unless otherwise stated, the courses and/or assets/modules/materials are developed with the understanding that the copyright and license rights conform to Category II, Category III or Category IV of the Board of Trustee's policy.

Accessibility

In [Board Policy 280.1](#), the Board of Trustees of the University of Arkansas adopted the Worldwide Web Consortium Content Accessibility Guidelines. The guidelines and success criteria for WCAG 2.0 are organized around the principles that web content be perceivable, operable, understandable, and robust enough that it can be interpreted reliably by a wide variety of users, including those with assistive technologies. Faculty developers will collaborate with instructional designers to create course materials accessible to all students, regardless of ability.

Delivery Approval Instructions

If the course you are submitting for online development has not been approved for an "online/web-based" delivery method, please submit a course change request through the [CourseLeaf](#) system. You can also use CourseLeaf to check the approved delivery methods of your course(s).