**OnlineMaine Review Process/Form**

**Definitions:**

Degree references the required courses in a major, elective, and general education courses.

Program references the required and elective courses in the academic field of study for majors, concentrations, certificates, and minors.

OnlineMaine is the name to be used by University College as the website access point to all University of Maine System programs available through online technology.

a. Only academic majors, concentrations, certificates, and minors (undergraduate and graduate) that are offered online or in a blended/hybrid format will be listed at OnlineMaine.

b. All online programs must be listed on OnlineMaine (universities may supplement this listing and marketing in their own materials and websites).

c. Online minors, concentrations, and certificates do not need to go through the review process, but notification must be sent to the VCAA for information only. These programs will also be listed on the OnlineMaine website.

**Review Process:**

All academic majors, both current and proposed, with online delivery options developed from 2008 and onwards will have System review for inclusion in OnlineMaine (earlier programs with online delivery underwent a different System approval process). Below are the criteria used by the University of Maine System to review the online delivery of such programs.

This form will need to be filed for existing academic majors that a university wishes to be made available via online technologies and be advertised and supported by OnlineMaine. The form will also need to be attached to new Program Proposal forms if the proposed major is to be delivered online and advertised and supported by OnlineMaine. These criteria are intended to assure smooth and clear operations and understandings amongst the students, University College personnel, the offering university, and the other universities.

The OnlineMaine review process will consist of the Chief Academic Officers (CAOs) and the Vice Chancellor of Academic Affairs discussing the content submitted on the form and determining whether that major is prepared to move to OnlineMaine. If a proposal is deemed to have needs in some area, specific recommendations will be made and conveyed to the appropriate CAO(s). Resubmitted proposals may be reviewed by the VCAA or the VCAA in consultation with the CAOs, at the VCAA’s discretion.

Prior to a program’s listing on OnlineMaine, the university will supply to the CAOs and VCAA using this new OnlineMaine form:
OnlineMaine Review Form

1. Face Data;
   a. University: University of Maine
   b. Minor being proposed: Major in Political Science
   c. Campus Contact and contact information
      Name: James W. Warhola, Professor and Chair, Department of Political Science
      Phone: 207-581-1878
      E-mail: james.warhola@umit.maine.edu
   d. Format: 100% online or blended/hybrid: 100% online

2. A complete catalog description of the program and a list of student learning outcomes;

   Students successfully completing the University of Maine Major in Political Science will gain a fundamental understanding of how societies govern themselves and of how individuals and groups think and behave in the political realm. As a student in the University of Maine's Major in Political Science, you'll learn from professors who do cutting-edge research and also care deeply about teaching and advising students. Some faculty focus on fundamental ideas about politics, going back thousands of years to contemporary times. Others examine the operations of politics and government today in the U.S. and around the world. Our faculty foster an open and stimulating intellectual atmosphere that promotes the free exchange of ideas in the classroom and beyond. Our students and faculty come together to discuss political films, watch candidate debates, and talk about politics. Whatever it is that excites you about politics and government, you'll find it available in the UMaine Major in Political Science.

   Learning Outcomes:

   Students will develop an understanding of the diverse array of political thought and ideas.

   Students will be able to comprehend civic life in a variety of settings.

   Students will be able to effectively communicate their political ideas and arguments.

   Students will be able to identify and explain a wide variety of political and governing systems.
3. A four-year schedule of the courses required for the major that are being provided by the host university, clearly indicating university residency requirements;

Included in Online POS Major Program Details, submitted in tandem with this document.

4. A statement about transfer and application of credits, including:
   a. How general education may be obtained if the host school is not fully supplying it online in conjunction with the major’s courses;

   If a student cannot complete her or his general education requirements online at the University of Maine, the Chair of POS will work with the student in consultation with the Deans of the College of Liberal Arts and Sciences and the Division of Lifelong Learning to enable the student to complete these requirements. However, this proposal is for an online major only, not for a degree, and does not bear directly on other University of Maine requirements.

   b. How a student may appeal a transfer decision or seek a waiver of a program requirement;

   All appeals must be directed to the Chair of the Department of Political Science, in writing and with appropriate documentation and support.

   c. How a student may apply for and obtain credit for prior learning;

   Applications for such credit must be directed to the Chair of the Department of Political Science, in writing and with appropriate documentation and support.

   d. Other considerations;

   None.

5. A statement about any implicit or explicit exceptions that would be made to the residency requirement, based upon statements in response to sections #3 and 4;

   General POS and UMaine residency as outlined in the UMaine General Education statement (link provided in the Program Details document) requirements apply.

6. A statement about any steps taken to collaborate in the program delivery with other UMS universities, including any program reliance on specific courses provided by other UMS universities or formal collaboration agreements, any special agreements (any Memorandum of Understanding with another UMS campus should be attached) or
exceptions to current practices on course transfer (e.g., treating some transfer courses as native credit or transferring certain course quality points for GPA inclusion as well as credits);

We have no reliance on any other campuses in order to offer the Major in Political Science, nor do we have any pre-existing arrangements with the other UMS campuses.

7. A statement on the capacity of the program faculty to staff the projected courses and support the projected number of students enrolling in the program online. List/attach all full-time and part-time faculty who will be teaching online along with their credentials;

All courses listed here for the Online Major in Political Science are already being offered online by the Department of Political Science at the University of Maine by faculty members who have the terminal degree in their field. All such faculty are either full time or emeritus. These faculty are:

- Mark D. Brewer, Ph.D., Political Science (Syracuse University, 2001); M.A., Political Science (Syracuse University, May 1997); B.A., Journalism and Political Science (Syracuse University, May 1993).
- Howard Cody, Ph.D., Political Science (McMaster University, 1977); M.A., Political Science (University of Iowa, 1969); B.A., History and Government (University of Maine, 1967).
- Timothy Cole, Ph.D., Political Science (University of Washington, 1987); M.A., Political Science (University of Washington, 1983); B.A., Political Science (Colorado State University, 1981).
- Amy Fried, Ph.D., Political Science (University of Minnesota, 1991); B.A., Political Science (San Francisco State University, 1984).
- Robert Glover, Ph.D., Political Science (University of Connecticut, 2010); M.A., Political Science (University of Connecticut, 2006); Graduate Certificate, European Studies (University of Limerick, 2003); B.A., Political Science (University of Massachusetts, Dartmouth, 2003).
- Glen Paul Holman, Jr., Ph.D., History (Georgetown University, 1973); M.A., History (Georgetown University, 1972); B.A., Romance Languages and Literature (Harvard College, 1963).
- Kenneth Palmer, Ph.D., Political Science (Penn State University, 1964); M.A., Political Science (Penn State University, 1961); B.A., Political Science (Amherst College, 1959).
- Richard J. Powell, Ph.D., Political Science (Northwestern University, 1997); M.A., Political Science (Northwestern University, 1995); B.A., Government and History (Connecticut College, 1990).

8. A 3-year financial statement on how adding this online major will impact the university’s budget.
Adding the Online Major in Political Science will not require any additional resources from the University of Maine. Indeed, we anticipate that it will result in increased student credit hours and thus increased revenues.

9. A statement on any university and program-specific advising and student support measures being made available to online students;

Students in the Online Major in Political Science will have the same advising and support measures available to on-campus Majors in Political Science. In addition, distance students will be able to contact the Lifelong Learning Advising Center, which has after-hours advisors on call and can work with the POS faculty advisors to get answers to their questions and/or to help them register if they are non-degree students at UMaine.

10. A plan to keep University College/OnlineMaine informed of university and/or program changes for advising students and providing other student support.

We will promptly inform Heidi McDonald and any other appropriate University College/OnlineMaine personnel of any and all relevant information regarding the Online Major in Political Science, as well as the Associate Dean in the UMaine Division of Lifelong Learning.