



DEPARTMENT OF  
HIGHER EDUCATION &  
WORKFORCE DEVELOPMENT

## Existing Program Report

**Date Submitted:**

03/23/2020

**Institution**

Missouri State University

**Institution Program Title**

A02090003431001010001 - MBA - Business Administration - 520201

**Implementation Date:**

08/01/2020

**New Site Information**

**Added Site(s):**

**Selected Site(s):**

Missouri State University, 901 South National, Springfield, MO, 65897

**Options**

**Current Options:**

**Options Added:**

**Mode of Delivery**

Classroom

Hybrid

Online

**Assurances**

I certify that the program is clearly within the institution's CBHE-approved mission. The proposed new program must be consistent with the institutional mission, as well as the principal planning priorities of the public institution, as set forth in the public institution's approved plan or plan update.

I certify that the program will be offered within the proposing institution's main campus, CBHE-approved service region or CBHE-approved off-site location.

I certify that the program will not unnecessarily duplicate an existing program within the geographically applicable area.

I certify that the program will build upon existing programs and faculty expertise.

I certify that the program can be launched with minimal expense and falls within the institution's current operating budget.

I certify that the institution has conducted research on the feasibility of the proposal and it is likely the program will be successful. Institutions' decision to implement a program shall be based upon demand and/or need for the program in terms of meeting present and future needs of the locale, state, and nation based upon societal needs, and/or student needs.

**Contact Information**

**First and Last Name:** Kyle

Tiggemann

**Email:** [kt42e@missouristate.edu](mailto:kt42e@missouristate.edu)

**Phone:** 417-836-5586



DEPARTMENT OF  
HIGHER EDUCATION &  
WORKFORCE DEVELOPMENT

## Existing Program Report

**Date Submitted:**

03/23/2020

**Institution**

Missouri State University

**Institution Program Title**

A02090003431001010001 - MBA - Business Administration - 520201

**Implementation Date:**

08/01/2020

**New Site Information**

**Added Site(s):**

**Selected Site(s):**

Missouri State University, 901 South National, Springfield, MO, 65897

**Options**

**Current Options:**

**Options Added:**

**Mode of Delivery**

Classroom

Hybrid

Online

**Assurances**

I certify that the program is clearly within the institution's CBHE-approved mission. The proposed new program must be consistent with the institutional mission, as well as the principal planning priorities of the public institution, as set forth in the public institution's approved plan or plan update.

I certify that the program will be offered within the proposing institution's main campus, CBHE-approved service region or CBHE-approved off-site location.

I certify that the program will not unnecessarily duplicate an existing program within the geographically applicable area.

I certify that the program will build upon existing programs and faculty expertise.

I certify that the program can be launched with minimal expense and falls within the institution's current operating budget.

I certify that the institution has conducted research on the feasibility of the proposal and it is likely the program will be successful. Institutions' decision to implement a program shall be based upon demand and/or need for the program in terms of meeting present and future needs of the locale, state, and nation based upon societal needs, and/or student needs.

**Contact Information**

**First and Last Name:** Kyle

Tiggemann

**Email:** [kt42e@missouristate.edu](mailto:kt42e@missouristate.edu)

**Phone:** 417-836-5586



OFF-SITE DELIVERY OF AN EXISTING PROGRAM FORM

**Sponsoring Institution (s):** Missouri State University  
Name of Institution (Campus or off-campus residential center in the case of multi-campus institutions).

**Program Title:** Master of Business Administration  
**Degree/Certificate:** Master's degree  
**Institution Granting Degree:** MSU  
**Delivery Site(s):** Department of Army – Fort Leonard Wood, MO  
**Mode of Program Delivery:** Hybrid: traditional online courses, two self-paced online courses, and face-to-face, seated courses. Traditional online and seated courses are delivered in an 8-week block sequence. The self-paced courses are 24 weeks.

**Geographic Location of Student Access:** Truman Education Center – 4904 Constitution Ave, Fort Leonard Wood, MO 65473-8929

**CIP Classification:** 52.0201 (Please provide CIP code)  
**Implementation Date:** Fall 2020  
**Semester and Year**  
**Cooperative Partners:** U.S. Army Engineer School

AUTHORIZATION

|                                        |                        |         |
|----------------------------------------|------------------------|---------|
| Frank Einhellig, Provost               | <i>Frank Einhellig</i> | 3/19/20 |
| Name/Title of Institutional Officer    | Signature              | Date    |
| Elizabeth Rozell                       | 417-836-5646           |         |
| Person to Contact for More Information | Telephone              |         |



**OFF-SITE DELIVERY OF AN EXISTING PROGRAM FORM**

---

**Sponsoring Institution (s):** Missouri State University  
 Name of Institution (Campus or off-campus residential center in the case of multi-campus institutions).

**Program Title:** Master of Business Administration  
**Degree/Certificate:** Master's degree  
**Institution Granting Degree:** MSU  
**Delivery Site(s):** Department of Army – Fort Leonard Wood, MO  
**Mode of Program Delivery:** Hybrid: traditional online courses, two self-paced online courses, and face-to-face, seated courses. Traditional online and seated courses are delivered in an 8-week block sequence. The self-paced courses are 24 weeks.

**Geographic Location of Student Access:** Truman Education Center – 4904 Constitution Ave, Fort Leonard Wood, MO 65473-8929

**CIP Classification:** 52.0201 (Please provide CIP code)  
**Implementation Date:** Fall 2020  
 Semester and Year  
**Cooperative Partners:** U.S. Army Engineer School

**AUTHORIZATION**

|                                        |                     |      |
|----------------------------------------|---------------------|------|
| <u>Frank Einhellig, Provost</u>        |                     |      |
| Name/Title of Institutional Officer    | Signature           | Date |
| <u>Elizabeth Rozell</u>                | <u>417-836-5646</u> |      |
| Person to Contact for More Information | Telephone           |      |



## PROGRAM CHARACTERISTICS AND PERFORMANCE GOALS

---

Institution Name Missouri State University  
Program Name Master of Business Administration  
Date 3/3/20

(Although all of the following guidelines may not be applicable to the proposed program, please carefully consider the elements in each area and respond as completely as possible in the format below. Quantification of performance goals should be included wherever possible.)

### 1. Student Preparation

- Any special admissions procedures or student qualifications required for this program which exceed regular university admissions, standards, e.g., ACT score, completion of core curriculum, portfolio, personal interview, etc. Please note if no special preparation will be required.

Students must possess a bachelor's degree from an accredited college or university. In cases where an institution is not regionally accredited, program directors will review the institutions' program and accreditations and decide on admission. Students shall provide official transcripts. Students must be enrolled in the U.S. Army Engineer School and work toward completing Captain's Career Course training schedule.

- Characteristics of a specific population to be served, if applicable.  
Army officers residing at the Fort Leonard Wood base.

### 2. Faculty Characteristics

- Any special requirements (degree status, training, etc.) for assignment of teaching for this degree/certificate.  
MSU faculty will have a terminal degree – a Ph.D. or J.D.
- Estimated percentage of credit hours that will be assigned to full time faculty. Please use the term "full time faculty" (and not FTE) in your descriptions here.  
Full-time MSU faculty will teach a significant majority or all of the courses. 9 credit hours will be granted by curricular crosswalk of work completed at the Engineer Captain's Career Course from the U.S. Army Engineer School through competency and learning outcome verification.
- Expectations for professional activities, special student contact, teaching/learning innovation.

[www.dhe.mo.gov](http://www.dhe.mo.gov) • [info@dhe.mo.gov](mailto:info@dhe.mo.gov)

205 Jefferson Street, P. O. Box 1469, Jefferson City, MO 65102 • (573) 751-2361 • (800) 473-6757 • Fax (573) 751-6635



Faculty will be traveling to Fort Leonard Wood to meet and teach these students face-to-face. They will also interact with the students online through Blackboard and email.

### 3. Enrollment Projections

- Student FTE majoring in program by the end of five years.  
42
- Percent of full time and part time enrollment by the end of five years.  
All students in this program will be enrolled in one 8 week block course and one 24 week self-paced course for the duration of the program, obtaining 24 credit hours in approximately a 15 month period. This course load would represent full-time graduate student status.

### 4. Student and Program Outcomes

- Number of graduates per annum at three and five years after implementation.  
We expect high graduation rates, 90%.
- Special skills specific to the program.  
Students will receive a broad-based business education with core courses management, marketing, accounting, and information technology.
- Proportion of students who will achieve licensing, certification, or registration.  
Not applicable. These degrees do not lead to advanced licensing, certification, or registration.
- Performance on national and/or local assessments, e.g., percent of students scoring above the 50th percentile on normed tests; percent of students achieving minimal cut-scores on criterion-referenced tests. Include expected results on assessments of general education and on exit assessments in a particular discipline as well as the name of any nationally recognized assessments used.  
Not applicable.
- Placement rates in related fields, in other fields, unemployed.  
Students will be active military members employed by the U.S. Army.
- Transfer rates, continuous study.  
Not applicable.

### 5. Program Accreditation

[www.dhe.mo.gov](http://www.dhe.mo.gov) • [info@dhe.mo.gov](mailto:info@dhe.mo.gov)

205 Jefferson Street, P. O. Box 1469, Jefferson City, MO 65102 • (573) 751-2361 • (800) 473-6757 • Fax (573) 751-6635

- Institutional plans for accreditation, if applicable, including accrediting agency and timeline. **If there are no plans to seek specialized accreditation, please provide a rationale.**

The MSU MBA program is fully accredited by AACSB. This extension program will adhere to all the same standards that the main campus program does.

#### **6. Alumni and Employer Survey**

- Expected satisfaction rates for alumni, *including timing and method of surveys*. A survey of graduates of the degrees will be conducted in the fall following student program matriculation. As this program is based on the expressed needs, we anticipate very high satisfaction rates, at or above 90%.
- Expected satisfaction rates for employers, including timing and method of surveys. We will survey the U.S. Army regarding our graduates. We expect very high satisfaction rates, at or above 90%.

#### **7. Institutional Characteristics**

- Characteristics demonstrating why your institution is particularly well-equipped to support the program.

Missouri State University has a well-established and successful Outreach program, with experience offering degree opportunities at numerous satellite locations as well as a strong online program offering. Missouri State University also has a dedicated Veteran Student Center to provide services and advisement specifically targeted at veterans as well as active military.



**STUDENT ENROLLMENT PROJECTIONS**

---

|           |    |    |    |    |    |
|-----------|----|----|----|----|----|
| Year      | 1  | 2  | 3  | 4  | 5  |
| Full Time | 35 | 42 | 42 | 42 | 42 |
| Part Time |    |    |    |    |    |
| Total     | 35 | 42 | 42 | 42 | 42 |

Please provide a rationale regarding how student enrollment projections were calculated:

Students will be earning 24 credit hours in a 15 month period. Through our discussions with Army personnel and the Education Center on Fort Leonard Wood base, we are estimated approximately 7 students will join this program in each of the six 8 week block sessions, which will amount to approximately 42 students per year.

Provide a **rationale** for proposing this program, including **evidence of market demand and societal need supported by research**:

The U.S. Army was looking for higher education opportunities to provide its officers, in addition to the military training they receive. This will allow officers to enhance their qualifications and provide additional training that will benefit them both in their military career and beyond.