MASTER OF BUSINESS ADMINISTRATION PROGRAM

College of Business and Public Management

Graduate Center
1160 McDermott Drive
West Chester University
West Chester, PA 19383
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Master of Business Administration Program (http://www.wcupa.edu/mba)
Professor Halsey (bhalsey@wcupa.edu), Graduate Director – School of Business

West Chester University’s Master of Business Administration program is a flexible, dynamic curriculum that exposes students to the core business topics relevant to a global business environment, while also presenting options for acquiring more specialized knowledge.

Contact the MBA Office (mba@wcupa.edu) for details.

Top Accreditation. Top Ranking.

We are accredited by AACSB International—the premier global accrediting body for business schools. AACSB accreditation represents the highest standard of achievement for business schools worldwide, with less than 5% of the world’s 13,000 business programs having earned the accreditation. AACSB-accredited schools produce highly skilled graduates that are more desirable to employers than graduates of non-accredited schools.

Program of Study

West Chester University offers an MBA program which is:

• Designed for professional growth and career advancement
• Multidisciplinary
• Relevant for today’s changing business climate
• Innovative, convenient, and an exceptional educational value

Students have full access to all University resources. The University’s MBA program seeks motivated individuals with diverse backgrounds who have demonstrated quality performance as an undergraduate.

The West Chester University MBA program is accredited by AACSB International - The Association to Advance Collegiate Schools of Business, an international accrediting agency for quality business management programs.

100% Online Courses

The entire MBA and the Certificate programs are offered online. Each of our programs are open both to in-state and out-of-state students. Our online courses are offered over seven weeks. Five terms are offered in each academic year (Fall 1, Fall 2, Spring 1, Spring 2, and Summer). Each seven-week term course is a full three-credit graduate course.

Most part-time students take only one course per seven-week term. Full-time students take multiple courses per seven-week term. You can vary your load in a given session to suit your work/life balance.

Our online courses are asynchronous, which means that there are weekly deadlines and examination windows, but generally no other set time that you need to log into the course. This means that you can complete your classwork on your weekly schedule—around your work and family commitments. In some cases, professors may assign students into teams, and teams may need to coordinate their work and therefore be available at a certain time.

Programs

Master’s Program in Business Administration

• MBA Master of Business Administration (http://catalog.wcupa.edu/graduate/business-public-management/business-administration/master-business-administration-mba)

Certificates in Business Administration

• Entrepreneurship (http://catalog.wcupa.edu/graduate/business-public-management/business-administration/entrepreneurship-certificate)
• Project Management (http://catalog.wcupa.edu/graduate/business-public-management/business-administration/project-management-certificate)
• Business Analytics (http://catalog.wcupa.edu/graduate/business-public-management/business-administration/business-analytics-certificate)

Admissions

All applicants to one of West Chester University’s graduate programs will be held to the graduate admissions requirements (http://catalog.wcupa.edu/general-information/admissions-enrollment/graduate-admissions). When applicable, additional requirements for admission into specific department program(s) may be listed below.

Master of Business Administration Requirements

Admission Requirements

Students with a bachelor’s degree from an accredited college or university in the United States or with equivalent preparation acquired in another country are eligible to apply for admission to a graduate program. Evaluation for admission to the MBA program is based on the following requirements.

General Admission:

Successful applicants meet the following criteria:

1. Hold a bachelor’s degree or above in any major/field from an accredited institution
2. Earn a GMAT minimum overall score (or GRE equivalent) of 460 or above within 5 years prior to the date of application. GMAT/GRE waivers are granted at the discretion of the MBA Director based on prior academic performance and experience.
3. Earn an admissions score ((Cumulative GPA from highest degree earned x 200) + GMAT Score) of 1100 or above
4. Prove competency in the Prerequisite Knowledge Areas of Accounting, Economics, Finance, Marketing, Management, and Quantitative Business Analysis. Competency is demonstrated at the discretion of the MBA Director by prior coursework with a C grade or above in the Prerequisite Knowledge areas, by third party certifications, or by experience

Provisional Admission:

Provisional admission is in certain cases available to applicants who have a strong business background (either coursework or experience) but either do not meet the admissions score for full admission, or to applicants who have, at the discretion of the MBA Director after reviewing the totality of the applicant’s file, substantially, but not fully, met the Prerequisite Knowledge Area requirements. Provisionally admitted students meet the following criteria before full admission:

1. Hold a bachelor’s degree or above in any major/field from an accredited institution
2. Earn a GMAT minimum overall score (or GRE equivalent) of 460 or above within 5 years prior to the date of application. GMAT/GRE waivers are granted at the discretion of the MBA Director based on prior academic performance and experience.
3. Earn an admissions score (Cumulative GPA from highest degree earned x 200) + GMAT Score of 1000 or above
4. Prove competency in the Prerequisite Knowledge Areas of Accounting, Economics, Finance, Marketing, Management, and Quantitative Business Analysis. Competency is demonstrated at the discretion of the MBA Director by prior coursework with a C grade or above in the Prerequisite Knowledge areas, by third party certifications, or by experience
5. Complete up to 3 MBA courses with a cumulative 3.0 GPA within 1 year of provisional admission. The courses are determined by the MBA Director based on the applicant's background

Application Requirements
A complete application to the Master of Business Administration program consists of the following items:

1. All official undergraduate transcripts, and any official graduate transcripts;
2. Graduate Management Admissions Test (GMAT) scores (unless a waiver is granted by the program Director);
3. A detailed, professional essay that addresses the applicant’s career plans, and the applicant’s professional or academic background in the Prerequisite Knowledge Areas of Accounting, Economics, Finance, Marketing, Management, and Quantitative Business Analysis;
4. A current resume; and
5. Three letters of recommendation. At least one of the letters of recommendation must be from a professional supervisor or colleague. The program will accept a professor’s recommendation in lieu of a professional recommendation for traditional students without work experience.

Admissions Policy for All Graduate Certificates Offered by the MBA Program
Successful applicants meet the following criteria:

1. Be concurrently enrolled in the Master’s of Business Administration program, or another graduate level program at the University or;
2. Hold a bachelor’s degree or above in any major/field from an accredited institution*; and
3. Prove competency in the Prerequisite Knowledge Areas of Accounting, Economics, Finance, Marketing, Management, and Quantitative Business Analysis. Competency is demonstrated at the discretion of the Director by prior coursework with a C grade or above in the Prerequisite Knowledge areas, by third party certifications, or by experience.

* Note that space is very limited in the certificate programs for students who are not concurrently enrolled in another graduate program at West Chester University.

Policies
All graduate students are held to the academic policies and procedures (http://catalog.wcupa.edu/graduate/academic-policies-procedures) outlined in the graduate catalog. Students are encouraged to review departmental handbooks for program tips, suggested course sequences, and explanations of procedures. When applicable, additional policies for specific department programs may be listed below.

Master of Business Administration Policies
Graduation Requirement
Students must maintain a minimum cumulative GPA of 3.0 in all MBA courses and a 3.0 GPA in concentration courses.

Master of Business Administration Comprehensive Exam Policy
All students will complete a comprehensive exam in their final semester. The degree will be granted only when the student’s comprehensive exam score meets the passing standard set by the MBA curriculum committee.

Master of Business Administration Time to Degree Completion Policy
All requirements for the Master of Business Administration degree must be completed within three years.

Graduate Certificate in Entrepreneurship
Students may take up to two courses without matriculating (per WCU policy). Matriculation must occur in the graduate certificate and/or MBA (if enrolled concurrently) before their third course. MBA students must declare for the Entrepreneurship Certificate while matriculated. Entrepreneurship Certificate students may continue on for MBA if they meet MBA admission requirements.

Graduate Certificate in Project Management
Students may take up to two courses without matriculating (per WCU policy). Matriculation must occur in the graduate certificate and/or MBA (if enrolled concurrently) before their third course. MBA students must declare for the Project Management Certificate while matriculated. Project Management Certificate students may continue on for MBA if they meet MBA admission requirements.

Graduation Policy for All Certificates Offered by the MBA Program
Any certificate offered by the MBA program will be conferred in the same semester that the student completes their graduate degree program.

Faculty
Accounting Faculty
Professors
Anthony Cataldo (acataldo@wcupa.edu) (2007)
B.S., B.A., M.Acc., University of Arizona; Ph.D., Virginia Polytechnic Institute and State University
Robert P. Derstine (rderstine@wcupa.edu) (2013)
B.S.B.A., M.B.A., Drexel University; Ph.D., State University of New York at Buffalo
Lori Fuller (lfuller2@wcupa.edu) (2009)
B.B.A., University of Oklahoma; Ph.D., Arizona State University
Peter Oehlers (poehlers@wcupa.edu) (2004)
B.S., Rowan University; M.B.A., Drexel University; D.B.A., Louisiana Tech University

Associate Professors
Sean Andre (sandre@wcupa.edu) (2016)
B.A., M.A., Ph.D., University of Wisconsin, Madison
Richard Barndt (rbarndt@wcupa.edu) (2010)
Chairperson, Accounting
B.S., M.B.A., La Salle University; Ed.D., Widener University
Joy Embree (jembree@wcupa.edu) (2016)
M.B.A., University of Akron; Ph.D., University of Nebraska-Lincoln; C.P.A., Wyoming
Kevin E. Flynn (kflynn@wcupa.edu) (1998)  
B.S. Miami University of Ohio; M.S., Drexel University; Ph.D., Drexel University

Instructors  
Phyllis A. Belak (pbelak@wcupa.edu) (2013)  
B.S., West Chester University of Pennsylvania; M.B.A., Drexel University  
Glenn S. Soltis (gsoltis@wcupa.edu) (2013)  
B.S., Villanova University; M.B.A., Drexel University

Economics & Finance Faculty

Professors  
Thomas Andrews (tandrews@wcupa.edu) (1997)  
B.S., West Chester University; M.A., Ph.D., Temple University  
Orhan Kara (okara@wcupa.edu) (2003)  
Chairperson, Economics and Finance  
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B.E., M.A., Xi’an Jiaotong University (China); Ph.D., Drexel University

Associate Professors  
Simon Condiffe (scondiffe@wcupa.edu) (2008)  
B.A., University of Humberside, England; M.S., Ph.D., University of Delaware  
David J. Doorn (ddoorn@wcupa.edu) (2012)  
B.A., University of Wisconsin-Milwaukee; Ph.D., North Carolina State University  
Thomas O. Miller (tmiller@wcupa.edu) (2011)  
B.S., M.B.A., Villanova University; Ph.D., Pennsylvania State University  
Thomas W. Tolin (ttolin@wcupa.edu) (1992)  
B.A., University of Southwestern Louisiana; Ph.D., University of Houston  
Bahar Ulupinar (bulupinar@wcupa.edu) (2010)  
B.A., Ege University (Turkey); Ph.D., Louisiana State University  
Dazhi Zheng (dzheng@wcupa.edu) (2010)  
B.S., Tsinghua University (China); M.S., University of Cincinnati; M.S., University of Illinois at Urbana-Champaign; Ph.D., Drexel University  
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B.E., M.S., Hohai University; Ph.D., Drexel University

Assistant Professors  
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B.S., Pennsylvania State University; M.A., Berlin School of Economics; Ph.D., Bocconi University  
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B.S., M.B.A., Virginia Tech; Ph.D., Temple University  
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B.S., Tongji University; M.S., Illinois Institute of Technology; Ph.D., Louisiana State University  
Ebru Isgin (eisingin@wcupa.edu) (2012)  
B.A., Bogazici University, Istanbul; M.A., Ph.D., Rutgers University  
Kyle Kelly (kkelly2@wcupa.edu) (2016)  
B.A., Bloomsburg University; M.A., Ph.D., Binghamton University  
Taek-Yul Kim (tkim@wcupa.edu) (2014)  
B.A., Kyung Hee University; M.S., University of Illinois; Ph.D., Drexel University

Management Faculty  

Professors  
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B.A., Temple University; M.B.A., La Salle University; Ph.D., Drexel University  
Brian Halsey (bhalsey@wcupa.edu) (2010)  
Graduate Director, School of Business  
B.A., Shippensburg University; J.D., Widener University School of Law; LL.M., Villanova University School of Law  
Evan A. Leach (eleach@wcupa.edu) (1993)  
Chairperson, Management  
B.A., Pennsylvania State University; M.A., West Chester University; M.A., Ph.D., Yale University  
Sandra M. Tomkowicz (stomkowicz@wcupa.edu) (1993)  
Director, Pre-Law Program  
B.S., La Salle University; J.D., University of Pennsylvania  
Xiaowei Zhu (szhu@wcupa.edu) (2006)  
B.S., Beijing Union University; M.A., University of Iowa; Ph.D., University of Wisconsin-Milwaukee  
Monica Zimmerman (mzimmerman@wcupa.edu) (2008)  
B.S., Messiah College; M.B.A., Pennsylvania State University; Ph.D., Temple University

Associate Professors  
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Assistant Chairperson, Management  
B.S., Drexel University; M.Sc., London School of Economics; M.B.A., Ph.D., Temple University  
David Perri (dperri@wcupa.edu) (2005)  
B.A., College of the Holy Cross; M.A., Pennsylvania State University  
Paul F. Rotenberry (protenberry@wcupa.edu) (2005)  
B.A., Widener University; M.A., Ph.D., University of Akron  
Matthew I. Shea (mshea@wcupa.edu) (2012)  
B.A., Connecticut College; M.H.A., M.B.A., University of Pittsburgh; Ph.D., Temple University

Assistant Professors  
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B.A., University of Winnipeg; M.B.A., Drexel University; Ph.D., University of Manitoba  
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B.S., Ph.D., Drexel University; M.B.A., University of California, Los Angeles  
Susan Fiorentino (sfiorentino@wcupa.edu) (2013)  
Graduate Coordinator, Management  
B.A., West Chester University; M.A., J.D., Villanova University  
Kelly Fisher (kfisher@wcupa.edu) (2014)  
B.S., Excelsior College; M.B.A., University of North Florida; Ph.D., Monash University  
Guohua Jiang (gjiang@wcupa.edu) (2013)  
B.S., Shanghai Jiaotong University; M.S., Nanjing University; Ph.D., Florida Atlantic University
Li Lu (llu@wcupa.edu) (2016)
B.A., Peking University; M.S., Cornell University; Ph.D., University of Southern California

Ma Ga (mark) Yang (myang@wcupa.edu) (2013)
B.A., Hankuk University of Foreign Studies; M.B.A., Ph.D., The University of Toledo

Marketing Faculty

Professors
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Chairperson, Marketing
M.S., Vanderbilt University; M.B.A., Wake Forest University; Ph.D., Temple University

John Gault (jgault@wcupa.edu) (1991)
B.S., U.S. Naval Academy; M.B.A., University of Pennsylvania; Ph.D., Drexel University

Jason Phillips (jphillips@wcupa.edu) (1999)
B.S., Pennsylvania State University; M.B.A., Texas A&M University; Ph.D., Pennsylvania State University

Chun-Chen Wang (cwang@wcupa.edu) (2011)
B.A., Fu Jen Catholic University (Taiwan); M.B.A., Baruch College; Ph.D., University of Texas at Arlington

Associate Professor
Michael Guiry (mguiry@wcupa.edu) (2016)
B.S., Cornell University; M.B.A., Duke University; Ph.D., University of Florida

Courses

MBA 599. MBA Transfer Credit. 1-12 Credits.
MBA Transfer Credit.

MBA 601. Strategic Cost Management. 3 Credits.
This is a course in advanced managerial accounting, focusing on accounting methods and techniques useful in making business decisions. Included are measurements of divisional performance, revenue and pricing decisions, product performance, customer performance, and budgeting. Control systems and techniques are examined from a managerial perspective. Pre / Co requisites: MBA Prerequisite Majors Only. Distance education offering may be available.

MBA 602. Financial Analysis and Valuation. 3 Credits.
The knowledge of financial principles is advantageous to managers in virtually every discipline in business. This course is designed as an in-depth financial analysis and valuation course to stimulate critical thinking of financial problems of businesses and focus on valuation. The basic aspects of financial analysis and valuation including use of ratios to assess corporate performance, projection of financial statements for both projects and whole companies, estimation of weighted average cost of capital, valuation of assets, projects and companies using discounted cash flow approach are covered. Also special topics, such as international aspect of financial management will be covered. Projects and cases will be used in the course to provide students with hands on experience in the use and application of financial tools and technology, especially Excel. Team building and written communication skills are also important for the group project. Pre / Co requisites: MBA Prerequisite Majors Only. Distance education offering may be available.

MBA 603. Global Operations and Supply Chain Management. 3 Credits.
This course utilizes interactive learning methodologies to promote awareness of the operations and supply chain management techniques available for improving the organizational structures which create and deliver value to customers. Through the case approach, students will learn how an operation strategy that is cross-functional and global creates competitive advantage for both manufacturing and service companies. Topics covered include project management, product design, process analysis, electronic commerce, and enterprise resource planning systems. In particular, because of its emerging role in today’s corporations, supply chain management will be emphasized. Pre / Co requisites: MBA Prerequisite Majors Only. Distance education offering may be available.

MBA 604. Components of Effective Leadership. 3 Credits.
An examination of management theory and its relationship to human resource functions. This course traces the development of management and organization principles and theories, with an emphasis on applying them to human resource issues. This course examines the relationship between the individual and the organization, and topics such as leadership and motivation, attitudes, selection, performance appraisal, and individual and group decision making will be explored. Pre / Co requisites: MBA Prerequisite Majors Only. Distance education offering may be available. Cross listed courses HRM 601, MBA 604.

MBA 605. Business, Society & Environment. 3 Credits.
This course provides an overview of how major trends in the world economy, social issues, political, legal and ethical systems affect business. The student will enhance his/her ability to understand the implications of major social, economic, political, legal and ethical trends in the U.S. and the world; critically examine his/her own position on these issues; critically analyze popular writings on these issues; and appreciate the perspective of others whose circumstances differ from those of the student. Pre / Co requisites: MBA Prerequisite Majors Only. Distance education offering may be available.

MBA 606. Innovation and Marketing Strategy. 3 Credits.
This course examines the strategic issues facing organizations as they develop solutions that satisfy customer needs and create customer value. Emphasis is placed on identifying and explaining approaches to creating a marketing environment that encourages creative thinking. Coverage includes the processes and strategies for developing and maintaining customer value, techniques and technologies used to gather and analyze market information, innovative approaches for developing marketing solutions, and other contemporary issues affecting today’s marketing decision makers. Topics are investigated using a number of methods including case study, analytical and hands-on exercises, and real-world discussion. Pre / Co requisites: MBA Prerequisite Majors Only. Distance education offering may be available.

MBA 610. Law and Ethics in the Business Environment. 3 Credits.
This course is designed to meet the professional needs of managers who have minimal exposure to the law and to enhance their knowledge of the legal and ethical environment of business operations. It examines the framework of the American legal system. The course focuses from a managerial and entrepreneurial perspective on sources of law: including the constitutional, statutory, administrative, and common law principles that define the relationships between government and business; buyers and sellers of goods and services; and employers and employees. Pre / Co requisites: MBA Prerequisite Majors Only. Distance education offering may be available.

MBA 611. Entrepreneurship and New Venture Creation. 3 Credits.
This course introduces students to the concept of entrepreneurship and the process of new venture creation. Topics addressed in the course include idea generation, feasibility assessment, industry analysis, market research, funding, financial planning, and marketing, as well as writing and presenting a business plan. Theories and techniques learned in this course will be used to develop a comprehensive entrepreneurship project. Pre / Co requisites: MBA Prerequisite Majors Only. Distance education offering may be available.

MBA 612. Entrepreneurship Strategy. 3 Credits.
This course is designed to address managing new and emerging growth companies. It provides students with the tools to identify opportunities, formulate strategy, and implement strategy for new and emerging growth companies. The course examines management challenges commonly encountered at different stages in the life-cycle of new and emerging growth companies including start-up, growth, change of direction, and harvest. Pre / Co requisites: MBA Prerequisite Majors Only. Distance education offering may be available.

MBA 613. Globalization and Management. 3 Credits.
Examination of the problems of management, marketing, and finance when developing and engaging in international business. Attention to the formulation of alternative strategies for developing international business enterprises, the impact and consequences of implementing various alternative strategies for traditional business functions, problems of the multinational firm, and the special challenges of doing business with or in underdeveloped countries. Pre / Co requisites: MBA Prerequisite Majors Only. Distance education offering may be available.
MBA 614. International Trade & Finance. 3 Credits.
This course is designed to expose students to the international business environment and enable them to increase their business presence abroad whether it is in manufacturing, finance, or other services. Topics include diversity and cultural differences, foreign exchange markets and exchange rate determination, export/import strategies, foreign direct investment, and multinational accounting and financing.
Pre / Co requisites: MBA Prerequisite Majors Only.
Distance education offering may be available.

MBA 615. The Economics of Healthcare and Analytics. 3 Credits.
This course will apply the tools of economic analysis to the various components of the health care system. Relying on microeconomic principles, this course addresses the behavior of participants (consumers, providers, insurers) in the health care industry. This course addresses some key policy issues that surround the provision of health care, as well as considering different health systems.
Pre / Co requisites: MBA Prerequisite Majors Only.
Distance education offering may be available.

MBA 616. Applications of Project Management. 3 Credits.
This course is a reappraisal and reinforcement of core knowledge areas of project management: project selection, project organization, defining projects, project networks, risk management, resource scheduling, accelerating projects, leadership, team building, outsourcing, and monitoring progress.
Pre / Co requisites: MBA Prerequisite Majors Only.
Distance education offering may be available.

MBA 617. Business Information Systems. 3 Credits.
This course is a blending of theory, case studies, and personal computer applications to the solution of business information problems. Students will gain insight into functional and strategic implications of information resources, technology, and systems.
Pre / Co requisites: MBA Prerequisite Majors Only.
Distance education offering may be available.

MBA 618. Project Quality Management. 3 Credits.
This course examines basic quality concepts and explores the three sub-processes of quality management: quality planning, quality assurance, and quality control as they relate to project management. This course also explains key quality tools relevant to the framework and presents them in a logical order of application. Finally, this course offers practical exercises in a management environment that will allow students to experience an application. This course is designed to help students to prepare PMI (Project Management Institute) certifications exams, like CAPM (Certified Associate in Project Management) certification and Project Management Professional (PMP) certification.
Pre / Co requisites: MBA 618 requires a prerequisite of majors only or department consent.
Distance education offering may be available.
Typically offered in Fall & Spring.

MBA 619. Business Analytics. 3 Credits.
Organizations are using analytics strategically to make better decisions and improve customer and shareholder value. Business analytics is the use of data, information technology, statistical analysis, quantitative methods, and mathematical or computer-based models to help managers gain improved insights about their business operations and make better, fact-based decisions. The purpose of this course is to introduce students to the fundamental tools and concepts of business analytics. Students will learn the essential elements of descriptive analytics, predictive analytics, and prescriptive analytics. This basis will allow students to communicate with analytics professionals to effectively use and interpret analytics models and results for making better business decisions.
Pre / Co requisites: MBA 619 requires a prerequisite of majors only or department consent.
Distance education offering may be available.
Typically offered in Spring & Summer.

MBA 620. Business Forecasting. 3 Credits.
This course is designed to prepare business professionals to utilize advanced forecasting tools that are commonly used in industry and in the process deepen their understanding of the role that such forecasting can play in business decision making. Firms continually need to make predictions about future events, including costs, sales, price movements, cash flows, asset values, and even general macroeconomic outcomes that can affect the business environment. Such predictions are regularly used to plan production, allocate resources, set budgets, determine staffing needs, and address many other things of concern to the firm. Making use of a variety of statistical modeling techniques, this course will enable the proper examination of relationships among various pieces of information that a firm has access to and make use of those relationships to project future outcomes for variables of interest. This will include developing the ability to evaluate forecast accuracy through the use of confidence ranges and a variety of statistical tests, as well as learning additional procedures to help increase that accuracy.
Pre / Co requisites: MBA 620 requires a prerequisite of majors only or department consent.
Distance education offering may be available.
Typically offered in Fall, Spring & Summer.

MBA 622. Health Care Finance. 3 Credits.
This course is intended to provide students with an operational knowledge of healthcare financial management theory and concepts, and the ability to apply this knowledge to real-world decision making. The course will draw upon case studies and will utilize technology in the decision making process. The course comprises the following parts: (1) The Healthcare Environment, (2) Basic Financial Management Concepts, (3) Capital Acquisition, and (4) Cost of Capital and Capital Structure.
Pre / Co requisites: MBA 622 requires a prerequisite of MBA majors only.
Distance education offering may be available.
Typically offered in Fall & Spring.

MBA 699. Strategic Management and Planning. 3 Credits.
This course is an in-depth examination of the processes by which business strategies are conceived, formulated, executed, and changed. Specific topics include strategic planning, endogenous and exogenous influences affecting strategic feasibility, analyses, and choices. Comprehensive strategy-oriented cases from a variety of business contexts are used. Consent: Permission of the Department required to add.
Distance education offering may be available.