

Webster University's renewal application to operate an additional site as an out-of-state institution in Maryland in accordance with COMAR 13B.02.01.08 Further Requests by Institution

OOS RENEWAL

MARYLAND HIGHER EDUCATION COMMISSION Application for Renewal Approval for Out-of-State Degree-Granting Institutions to Operate in Maryland

Please Note: A separate application form must be completed and submitted with all supporting documentation for each proposed location in Maryland. If an additional, new location is being proposed, an *Application for Renewal of Approval* must be submitted for that location.

PREVIOUSLY APPROVED LOCATION IN MARYLAND.

Please provide the complete mailing address. University System of Maryland at Southern Maryland
44219 Airport Road, California Maryland 20619

PROPOSED START DATE OF CONTINUED OPERATION. August 31, 2021

Applications should be submitted at least 5 months prior to the proposed start date.

NAME AND ADDRESS OF INSITUATION APPLYING FOR APPROVAL.

Name of Institution: Webster University

Web Address: <https://www.webster.edu/>

OPEID Code: 00252100

U.S. Department of Education, Office of Postsecondary Education, ID Code -- Title IV eligibility.

Chief Executives Officer: Dr. Julian Z. Schuster, President - Webster University

Mailing Address: 470 East Lockwood Avenue
St. Louis, Missouri 63119, USA

Telephone: (800) 981-9801

Email:

Institutional Liaison: Name and title of the individual who will serve as liaison to the Maryland Higher Education Commission:

Name: Dr. Marvin C. Walker

Title: Assistant Director


Mailing Address: 44219 Airport Road, California Maryland 20619

Telephone: 301-737-2500 ext 216

Email: marvinwalker98@webster.edu

***** CERTIFICATION *****

I hereby affirm that the answers given in this application and its attachments are accurate and complete and further agree to comply with the *Annotated Code of Maryland* and State regulations governing the operation of out-of-State degree-granting institutions (COMAR 13B.02.01).

2/22/2014 Date	 Signature of Chief Executive Officer
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Please Submit All Information To:

Maryland Higher Education Commission
Division of Planning and Academic Affairs
6 N. Liberty Street, 10th Floor
Baltimore, MD 21201
410-767-3268
acadprop@mhec.state.md.us

A copy of these regulations can be found at the Maryland Higher Education Commission's web site www.mhec.state.md.us (under Academic Approval Process) along with an on-line application form.

I. DURATION OF APPROVAL

Approval to operate at a previously approved location in Maryland must be renewed annually. However, "during or after the fifth year of operation in Maryland and during any subsequent renewal cycle, an out-of-State institution may apply for approval to operate in Maryland for an extended period of time up to 5 years." COMAR 13B.02.01.08C(1)

If the location for which you are applying has been annually approved for at least five years, do you wish to seek approval to operate in the State for an extended period of time of up to 5 years?

☒ Yes, we wish to be approved for 5 years.

II. SUPPORTING DOCUMENTATION

Only a complete application can be acted upon. While separate application forms must be completed and submitted for each approved location, the following Supporting Documentation needs to be included only once for each entire package of applications. **CHECK EACH ITEM AS ATTACHED.**

☒ Catalogs and Other Institutional Publications. COMAR 13B.02.01.20A(1)

Have your catalogs, other institutional publications, or awards changed since they were last submitted? ☒ Yes ☐ No If yes, please submit new copies.

☒ Application Fee. (Must accompany all renewals) COMAR 13B.02.01.08B(2)

The institution shall submit a non-refundable application fee in the amount of (a) \$7,500 for up to two degree programs and (b) an additional \$850 for each degree program over two programs. The institution's check should be made payable to: Maryland Higher Education Commission. The application renewal fee will be waived for renewals of out-of-state institutions operating at Regional Maryland Higher Education Center.

- ☒ Accreditation. (Must accompany all renewals) COMAR 13B.02.01.08B(4)(g)

Provide a copy of the most recent letter of approval (notification) from an organization recognized as an accrediting agency by the U.S. Department of Education. Along with your most recent notification of institutional accreditation, please provide evidence that you are in compliance with that organization's policies and procedures related to off-campus educational activities. If any of your proposed programs require program accreditation provide evidence of that accreditation.

- ☒ Registration as an Out-of-State Corporation. (Must accompany all renewals)
COMAR 13B.02.01.08B(4)(f)

To transact interstate business in Maryland, the institution must qualify with the State Department of Assessments and Taxation by making the certification required in the Corporations and Associations Article, §7-202, Annotated Code of Maryland. A public institution is not required to qualify as a foreign corporation. However, a business entity affiliated with a public institution or a private institution (profit or non-profit) must qualify as a foreign corporation. The Foreign Corporation Qualification Form may be obtained from the Maryland Department of Assessments and Taxation, Room 809, 301 West Preston Street, Baltimore, Maryland 21201 or on-line at: www.dat.state.md.us. Once qualified, the institution must provide a copy of the certificate of good standing issued by the State Department of Assessments and Taxation.

- ☒ Certificate of Compliance With Fire and Safety Codes (Must accompany all renewals)
COMAR 13B.02.01.08B(4)(o)

Please provide a certificate for each approved location for indicating that the proposed facility has been inspected and is found in compliance with local and State ordinances pertaining to fire and safety.

- ☒ Board of Trustees Resolution of Financial Solvency (Must accompany all renewals)
COMAR 13B.02.01.08B(4)(e)

Please provide a resolution from your Board of Trustees addressed to the Secretary of Higher Education stating that your institution is financially solvent.

- ☒ Advertisements COMAR 13B.02.01.07D(3)(p)

Are there new advertisements in print format related to your programs in Maryland?
☒ Yes ☐ No **If yes, please provide copies of the new advertisements.**

- ☒ Enrollment Data as Prescribed by the Secretary. (Must accompany all renewals)
COMAR 13B.02.01.08B(4)(q)

Please provide the information requested on the Student Enrollment Data Form found at the end of this application.

- ☒ Teach-out Plan (Must accompany all renewals) COMAR 13B.02.01.08B(4)(j)(iv)

The institution must provide a copy of its teach-out plan allowing enrolled students to complete their programs if the institution decides to cease operation in Maryland.

II. APPLICATION QUESTIONNAIRE

This questionnaire, properly completed with supporting documentation, shall serve as an application for approval to operate in Maryland under the *Code of Maryland Regulations* (COMAR) 13B.02.01. It must be completed for each proposed location.

1. Programs.

➤ CURRENTLY OFFERED PROGRAMS.

INSTRUCTIONS. Please enter the requested information on your **CURRENTLY OFFERED PROGRAMS** in the spaces provided below, or create an attachment (labeled “A-1: Current Programs”) to this application with the required information.

(a) Provide a list of your currently offered programs at this location. For each program provide the following information: (1) the full title of the program; (2) the degree or certificate to be awarded; (3) the mode of instructional delivery; (4) the number of credit hours (semester or quarter); and (5) whether they are offered at the parent campus.

Program Title	Degree	Mode of Instruction	Total Credit Hours	Offered on Main Campus Yes / No
<i>Example: Organizational Management</i>	<i>M.S.</i>	<i>Classroom</i>	<i>36 sem</i>	<i>Yes</i>
<i>Example: Business Administration</i>	<i>B.S.B</i>	<i>Distance Ed.</i>	<i>120 sem</i>	<i>Yes</i>
Business Administration	MBA	Classroom	36	Yes
Management and Leadership	M.A.	Classroom	36	Yes
Human Resources	M.A.	Classroom	36	Yes
Procurement and Acquisitions Management	M.A.	Classroom	36	Yes
Government Contracting	Cert.	Classrom	18	Yes

➤ NEW PROGRAMS

INSTRUCTIONS. Is the institution proposing any new programs at this location? ☐ Yes ☒ No
If yes, please enter the requested information in the spaces provided below, or create an attachment (labeled “A-1: New Programs”) to this information with your responses to the following for each new program:

(a) Provide a list of the new programs at this location. For each new program provide the following information: (1) the full title of the program; (2) the degree or certificate to be awarded; (3) the mode of instructional delivery; (4) the number of credit hours (semester or quarter); and (5) whether they are offered at the parent campus.

Program Title	Degree	Mode of Instruction	Total Credit Hours	Offered on Main Campus Yes / No
<i>Example: Organizational Management</i>	<i>M.S.</i>	<i>Classroom</i>	<i>36 sem</i>	<i>Yes</i>
<i>Example: Business Administration</i>	<i>B.S.B</i>	<i>Distance Ed.</i>	<i>120 sem</i>	<i>Yes</i>

- (b) If the information does not appear in the catalog or publication you submitted provide (1) a description of the curriculum; (2) the objectives of each course; and (3) a course schedule for the proposed location

N/A

- (c) Please provide a brief description of the student population to be served by the proposed new programs.

N/A

2. Educational Need. Before the Commission may evaluate the readiness of an out-of-State institution to operate or award new degrees in the State, including the offering of an instructional program or a degree level not previously approved, the institution shall present evidence demonstrating the educational need to establish operations, offer programs, and award the degrees in question in the State. In addition, the out-of-State institution shall demonstrate that the proposed program, for which the institution is making application, meets a critical and compelling regional or Statewide need and is consistent with the Maryland Postsecondary Education. COMAR 13B.02.01.06A&C

INSTRUCTIONS: Please enter the requested information in the spaces provided below, or create an attachment (labeled "A-2: Educational Need") to this application and respond to the following questions for each new program:

- (a) What critical and compelling Regional or Statewide (Maryland) need and demand do your proposed programs meet? In responding to this question provide documentation as indicated below:

(1) If the programs serve occupational needs, present data projecting market demand and the availability of openings in the job market to be served by the new programs for which the institution is making application. This information may include workforce and employment projections prepared by the federal and State governments, the availability of graduates in the State or region, marketing studies done by the institution or others, and material from professional and trade associations.

N/A

- (2) If the programs serve societal needs (include the traditional liberal arts education), provide a

Description of how the proposed programs will enhance higher education in Maryland and contribute society

N/A

- (b) If similar programs exist in the State, what are the similarities or differences in your program in terms of the degrees to be awarded, the areas of specialization, and the specific academic content of the programs?

N/A

- (c) Is a Maryland employer sponsoring/supporting the application for the program(s) to be offered at this location?

☐ Yes ☒ No

If yes, please attach a letter of support from the employer addressed to the Assistant Secretary, Planning and Academic Affairs. The letter should outline the employer's reasons for selecting the institution and its programs and state the benefits to the employees who participate in the program

3. Administrative Staff. The out-of-State institution shall provide for an on-site administrative staff responsible for overall administrative operation of educational activities including counseling, advising, testing orientation, financial aid services, and maintenance of academic records. In addition to being responsible for the administration of the policies and procedures of the parent institution, the designated administrators are responsible for meeting the expectations set forth in this chapter [of the Regulatory Standards of the State of Maryland for Out-of-State Institutions]. The duties and size of the staff shall be adequate for the size of the educational activities offered. COMAR 13B.02.01.15

INSTRUCTIONS: Has any previously reported Administrative Staff information changed since your last approval at this location? ☒ Yes ☐ No

If yes, please enter the requested information in the spaces provided below, or create an attachment labeled (labeled "A-3: Administrative Staff Changes") to this application with any changes to the following questions:

- (a) How are you planning to meet the above standard on Administrative Staff?

Please see "A-3: Administrative Staff Changes"

- (b) Who will be assigned to carry-out each of these duties? Please include a curriculum vitae/resume for each administrator.

Dr. Marvin C. Walker: curriculum vitae attached - "A-3: Administrative Staff Changes"

4. Faculty

INSTRUCTIONS: Has any previously reported Faculty information changed since your last approval at this location? ☒ Yes ☐ No

If yes, please enter the requested information in the spaces provided below, or create an attachment labeled (labeled "A-4: Faculty Changes") with any changes to the following questions:

(a) List all faculty that are to teach in the first year (or cycle) of the programs at this location. For each faculty member provide the following information: COMAR 13B.02.01.08(4)(m)

- (1) the course(s) the faculty might soon teach;
- (2) the degrees the individual holds
- (3) the degrees areas of specialization; and
- (4) whether or not the faculty member is full-time or part-time (adjunct) at your parent institution

Please see attachment "A-4: Faculty Changes"

(b) Please include a curriculum vitae/resume for each potential faculty member. For those faculty who are yet to be hired include a job description and minimal qualifications.

5. Library Resources. Out-of-State Institutions offering programs or courses, or both, in Maryland, shall provide adequate and appropriate library resources within State boundaries and within reasonable distance of the instructional site. Usage statistics shall be kept to determine to what extent these resources are available and accessible. COMAR 13B.02.01.17A

INSTRUCTIONS: Has any previously reported library information changed since your last approval at this location? ☐ Yes ☒ No

If yes, please enter the requested information in the spaces provided below, or create an attachment (labeled "A-5: Library Changes") to this application with any changes to the following questions.

(a) How are you planning to meet this standard on Library Resources? Briefly describe the types of materials and titles that you will make available to your students and how they will access them. Will there be provision for bibliographic instruction and/or library orientation?

N/A

6. Student Services. COMAR 13B.02.01.18 concerns student services and activities. These shall realistically reflect the stated objectives, purposes, and philosophy of the out-of-State institution. Further, an out-of-State institution shall ensure that all students have access to a well developed program of counseling, testing, advisement, orientation, financial aid, career development, and placement. The institution may determine the specific organization of services, as well as the resources and staffing provided, as long as provision for these services are made. Student activities that complement the instructional program are particularly encouraged. COMAR Section .18 also requires that the out-of-State institutions keep complete and accurate records of admission, enrollment, grades, scholarships, transfer of credits, transcripts, graduates, and other essentials in accordance with standard practice. This includes the physical security and confidentiality of such records. The Section requires as well, a published statement of student rights, privileges, and responsibilities and the school's adherence to its student grievance procedures.

INSTRUCTIONS: Has any previously reported Student Services information changed since your last approval at this location? ☐ Yes ☒ No

If yes, please enter the requested information in the spaces provided below, or create an attachment (labeled "A-6: Student Services") to this application with any changes to the following questions.

(a) How do you plan to implement the requirements for Student Services cited above?

N/A

(b) Regarding student records describe the security measures the institution takes to ensure the confidentiality, physical, and electronic security of your record-keeping system.

N/A

(c) Does the institution have a published statement of rights, privileges, and responsibilities of students? ☒ Yes ☐ No How will it make this available to its students at the proposed instructional site? On file at facility
If this statement is in the Catalog you submitted with the application, please indicate the page number: ____
If not in the Catalog you submitted, please provide us with a copy of the statement.

(d) Does the institution have a published student grievance procedure? ☒ Yes ☐ No If this procedure is in the Catalog you submitted with the application, please indicate the page number 9,11,12. If not in the Catalog you submitted, please provide us with a copy of the grievance procedure.

7. Facilities. (See COMAR 13B.02.01.19).

INSTRUCTIONS: Has any previously reported Student Services information changed since your last approval at this location? ☐ Yes ☒ No

If yes to either question, please enter the requested information in the spaces provided below, or create an attachment (labeled "A-7: Facilities") to this application with any changes to the following questions.

(a) Has a specific facility been inspected and approved for use as a classroom/laboratory space and been found in compliance with local and State ordinance pertaining to fire and safety? ☐ Yes ☐ No

(1) If yes, please provide a copy of the Certificate of Compliance.

(2) If no, the Certificate of Compliance must be submitted at least 30 days prior to the start of classes.

(b) Describe any special instructional facilities and equipment (computers, audio-visual equipment, etc.) that will be used and available to students in this location.

N/A

(c) Describe what provisions are being made for periodic repair and maintenance of buildings and grounds. What measures are being taken for campus security and fire protection? If dangerous or toxic materials are being handled, what provisions are being made for safe storage, handling and disposal?

N/A

(d)Describe the office (and conference) space available to full and part-time faculty and administrators.

N/A

8. Distance Education. “Distance education” means course work for academic credit delivered by telecommunicated instruction to a physical space specifically reserved for the purpose of receiving the instruction, for example, a teleclassroom, and requires the payment of tuition or fees for the instruction. “Distance education” does not include telecommunicated instruction at the student’s initiation via an individual personal computer. COMAR 13B.02.01.03(8). An institution operating in Maryland and delivering instruction in Maryland by distance education shall provide evidence to the Secretary of compliance with the standards of good practice found in COMAR 13B.02.01.21.

INSTRUCTIONS. Is the institution providing distance education as defined above? ☒ Yes ☐ No
If yes, please contact the staff at the Maryland Higher Education Commission for a copy of the Standards of Good Practice and provide evidence of compliance as an attachment (labeled “A-8: Distance Education”) to this application

Please see attachedment "A-8 Distance Education"

Webster University's classes offered at Southern Maryland are offered in a variety of ways including synchronous and Asynchronous distance learning using the following options:

- Opt. 1. Onsite face-to-face learning: Instructor and students are present in the classroom at the same time and same location at Southern Maryland. This option also has remote zoom feature where some students are in the classroom with the Instructor and some students log in from home.
- Opt. 2. Students are seated in the classroom at the Southern Maryland campus site and Instructor is located in a seperate location with classroom instructions being hosted via Zoom.
- Opt. 3. Online: Students takes classess completely online - self-paced.

Accreditation



HIGHER LEARNING COMMISSION

230 South LaSalle Street, Suite 7-500
Chicago, IL 60604-1411
312.263.0456 | 800.621.7440
Fax: 312.263.7462 | hlcommission.org

August 3, 2018

Dr. Elizabeth Stroble
President
Webster University
470 E. Lockwood
St. Louis, MO 63119-3194

Dear President Stroble:

This letter serves as formal notification and official record of action taken concerning Webster University by the Institutional Actions Council of the Higher Learning Commission at its meeting on July 30, 2018. The date of this action constitutes the effective date of the institution's new status with HLC.

Action with Interim Monitoring. IAC continued the accreditation of Webster University with the next Reaffirmation of Accreditation in 2027-28. In conjunction with this action, IAC required the following interim monitoring.

Interim Report. An Interim Report due 7/1/2020 on evidence that a practice of regular program reviews has been established and implemented, to include clear goals and expectations, committee responsible for the review process, and connection to the strategic planning/budgeting process.

Interim Report. An Interim Report due 7/1/2020 on enrollment and finances that show a balanced operating budget, showing a plan to account for enrollments and improving net tuition income from management of enrollments.

In two weeks, this action will be added to the *Institutional Status and Requirements (ISR) Report*, a resource for Accreditation Liaison Officers to review and manage information regarding the institution's accreditation relationship. Accreditation Liaison Officers may request the ISR Report on HLC's website at <http://www.hlcommission.org/Accreditation/institutional-status-and-requirements-report.html>.

Within the next 30 days, HLC will also publish information about this action on its website at <http://www.hlcommission.org/Student-Resources/recent-actions.html>.

If you have any questions about these documents after viewing them, please contact the institution's staff liaison Linnea Stenson. Your cooperation in this matter is appreciated.

Sincerely,

Barbara Gellman-Danley
President

CC: ALO

Course descriptions from the College's catalog



Degree Plan

Certificate in Government Contracting

Student: _____

Student ID #: _____

Email: _____

Beginning Term: _____

Graduation Goal: _____

Academic Advisor: _____

Core courses (18 hours)

Course	Hrs	Term	Yr.	Pre-requisite
GCON 5000 Fundamentals of Government Contracting	3cr	--		
GCON 5100 Government Contracting Lifecycle	3cr	--		GCON 5000
GCON 5300 Business Decisions for Government Contracting	3cr	--		GCON 5100
GCON 5500 Decision Making in Government Contracting	3cr	--		GCON 5300
GCON 5700 Source Selection and Administration of Government Contracts	3cr	--		GCON 5500
GCON 5900 Negotiation and Administration of Contracts	3cr	--		GCON 5700



Degree Plan

PATHWAYS:

Fall 1 Program Start

Core courses (18 hours)

Course	Hrs	Term	Pre-requisite
GCON 5000 Fundamentals of Government Contracting	3cr	Fall 1	
GCON 5100 Government Contracting Lifecycle	3cr	Fall 2	GCON 5000
GCON 5300 Business Decisions for Government Contracting	3cr	Spring 1	GCON 5100
GCON 5500 Decision Making in Government Contracting	3cr	Spring 2	GCON 5300
GCON 5700 Source Selection and Administration of Government Contracts	3cr	Summer	GCON 5500
GCON 5900 Negotiation and Administration of Contracts	3cr	Fall 1	GCON 5700

Spring 1 Program Start

Core courses (18 hours)

Course	Hrs	Term	Pre-requisite
GCON 5000 Fundamentals of Government Contracting	3cr	Spring 1	
GCON 5100 Government Contracting Lifecycle	3cr	Spring 2	GCON 5000
GCON 5300 Business Decisions for Government Contracting	3cr	Summer	GCON 5100
GCON 5500 Decision Making in Government Contracting	3cr	Fall 1	GCON 5300
GCON 5700 Source Selection and Administration of Government Contracts	3cr	Fall 2	GCON 5500
GCON 5900 Negotiation and Administration of Contracts	3cr	Spring 1	GCON 5700



Degree Plan

Master of Business Administration (MBA) 36 hours

Student:
Student ID:
Email:
Beginning Term: ____
Goal to Graduate by: ____
Academic Advisor:

Foundation courses (12 hours)

Course	Hrs	Term	Yr	Waiver
BUSN 5000 Business	3cr	—		-----
MBA 5010 Value Creation	3cr	—		
MBA 5020 Quantitative Methods	3cr	—		
MBA 5030 Market Analysis and Business Planning	3cr	—		BUSN 5000 & MBA 5010

Core courses (15 hours)

Course	Hrs	Term	Yr.	Pre-requisite
MBA 5100 Adding Value through Human Capital	3cr	--		BUSN 5000 MBA 5010, 5020 & 5030
MBA 5200 The Financial Value of Capital Projects	3cr	--		BUSN 5000 MBA 5010, 5020 & 5030
MBA 5300 Providing Value to Customers	3cr	--		BUSN 5000 MBA 5010, 5020 & 5030
MBA 5400 The Supply Chain and Business Processes	3cr	--		BUSN 5000 MBA 5010, 5020 & 5030
MBA 5500 Information Support for Decision Making	3cr	--		BUSN 5000 MBA 5010, 5020 & 5030

Capstones (6 hours)

MBA 5910 Cases in Value Creation *can take concurrently with MBA 5500 if needed	3cr	--		BUSN 5000, MBA 5010, 5020, 5030, 5100, 5200, 5300, & 5400
MBA 5920 Walker Consulting Project: Adding Value to Organizations	3cr	--		All Foundation and Core Courses



Degree Plan

Electives (3-6 hours)

***STUDENTS WILL NEED TWO ELECTIVES (6 HOURS) IF BUSN 5000 IS WAIVED, IF THEY ARE REQUIRED TO TAKE BUSN 5000 ONLY NEED 1 ELECTIVE (3 HOURS)**

	3cr	--		
	3cr	--		

Elective courses may be chosen from courses offered in this major and/or from the program curricula of other Walker School of Business & Technology majors ([WSBT: Graduate Programs](#)); Eligible course prefixes include: BUSN, CSSS, ENMG, ENTR, FINC, GCON, GERN, HLTH, HRDV, HRMG, INTB, INTL, MEDC, MNGT, MRKT, NPLR, ORDV, PADM, PROC, SCML, SECR, WSBT. Course descriptions may be found via this link: [Course Descriptions](#). Course schedules may be found via this link: [Course Schedules](#).

Pathways

Actual schedules may vary based on start date and course availability

Full-Time Suggested Pathway w/BUSN 5000

YEAR 1

Term 1	Term 2	Term 3	Term 4	Term 5
BUSN 5000	MBA 5020	MBA 5100	MBA 5300	MBA 5500
MBA 5010	MBA 5030	MBA 5200	MBA 5400	MNA 5910

YEAR 2

Term 1
MBA 5920
Elective

Full-Time Suggested Pathway w/o BUSN 5000

YEAR 1

Term 1	Term 2	Term 3	Term 4	Term 5
MBA 5010	MBA 5030	MBA 5100	MBA 5300	MBA 5500
MBA 5020	Elective	MBA 5200	MBA 5400	MNA 5910

YEAR 2

Term 1
MBA 5920
Elective

Part-Time Suggested Pathway w/BUSN 5000

YEAR 1

Term 1	Term 2	Term 3	Term 4	Term 5
BUSN 5000	MBA 5010	MBA 5020	MBA 5030	MBA 5100

YEAR 2

Term 1	Term 2	Term 3	Term 4	Term 5
MBA 5200	MBA 5300	MBA 5400	MBA 500	MBA 5910



Degree Plan

YEAR 3

Term 1	Term 2
MBA 5920	Elective

Part-Time Suggested Pathway w/o BUSN 5000

YEAR 1

Term 1	Term 2	Term 3	Term 4	Term 5
MBA 5010	MBA 5020	MBA 5030	MBA 5100	MBA 5200

YEAR 2

Term 1	Term 2	Term 3	Term 4	Term 5
MBA 5300	MBA 5400	MBA 500	MBA 5910	MBA 5920

YEAR 3

Term 1	Term 2
Elective	Elective



Degree Plan

Master of Arts (MA) Management and Leadership (MGTL) 36 hours

Student: _____

Student ID: _____

Email: _____

Beginning Term: _____

Goal to Graduate by: _____

Academic Advisor: _____

Program prerequisite course (3 hours)

Course	Hrs	Term	Yr	Waiver
BUSN 5000 Business*	3cr	___		-----

BUSN 5000 can also be used as an elective if not waived.

Core courses (24 hours)

Course	Hrs	Term	Yr.	Pre-requisite
MNGT 5000 Management Dynamics (Requisite Course)*	3cr	--		
MNGT 5590 Organizational Behavior	3cr	--		
HRMG 5000 Managing Human Resources	3cr	--		
BUSN 5200 Basic Finance for Managers	3cr	--		
MNGT 5650 Management and Strategy	3cr	--		BUSN 5200
MNGT 5670 Managerial Leadership	3cr	--		
HRDV 5630 Organizational Development and Change	3cr	--		
MNGT 6000 Integrated Studies in Management	3cr	--		All core MNGT courses

***Program prerequisite and requisite courses must be completed before any other core courses.**

Electives (12 hours)

	3cr	--		
	3cr	--		
	3cr	--		
	3cr	--		

Electives can be chosen from any department in the Walker School of Business and Technology and approved programs in other schools. Course prefixes include: BUSN, CSSS, ENMG, ENTR, FINC, GCON, GERN, HLTH, HRDV, HRMG, INTB, INTL, MEDC, MNGT, MRKT, NPLR, ORDV, PADM, PROC, SCML, SECR, WSBT.



Degree Plan

Pathways

Actual schedules may vary based on start date and course availability

Full-Time Suggested Pathway w/BUSN 5000

YEAR 1

Term 1	Term 2	Term 3	Term 4	Term 5
BUSN 5000	MNGT 5590	HRMG 5000	MNGT 5670	MNGT 6000
MNGT 5000	BUSN 5200	MNGT 5650	HRDV 5630	Elective

YEAR 2

Term 1
Elective
Elective

Full-Time Suggested Pathway w/o BUSN 5000

YEAR 1

Term 1	Term 2	Term 3	Term 4	Term 5
MNGT 5000	BUSN 5200	MNGT 5650	HRDV 5630	MNGT 6000
MNGT 5590	HRMG 5000	MNGT 5670	Elective	Elective

YEAR 2

Term 1
Elective
Elective

Part-Time Suggested Pathway w/BUSN 5000

YEAR 1

Term 1	Term 2	Term 3	Term 4	Term 5
BUSN 5000	MNGT 5000	MNGT 5590	HRMG 5000	BUSN 5200

YEAR 2

Term 1	Term 2	Term 3	Term 4	Term 5
MNGT 5650	MNGT 5670	HRDV 5630	MNGT 6000	Elective

YEAR 3

Term 1	Term 2
Elective	Elective

Part-Time Suggested Pathway w/o BUSN 5000

YEAR 1

Term 1	Term 2	Term 3	Term 4	Term 5
MNGT 5000	MNGT 5590	HRMG 5000	BUSN 5200	MNGT 5650

YEAR 2

Term 1	Term 2	Term 3	Term 4	Term 5
MNGT 5670	HRDV 5630	MNGT 6000	Elective	Elective



Degree Plan

YEAR 3

Term 1	Term 2
Elective	Elective



Degree Plan

Master of Arts (MA) Procurement and Acquisitions Management (PROC) 36 hours

Student: _____
Student ID: _____
Email: _____
Beginning Term: _____
Goal to Graduate by: _____
Academic Advisor: _____

Pre-requisite course (3 hours)

Course	Hrs	Term	Yr	Waiver
BUSN 5000 Business*	3cr	—		-----

BUSN 5000 can also be used as an elective if not waived.

Core courses (21 hours)

Course	Hrs	Term	Yr.	Pre-requisite
PROC 5000 Procurement (Requisite Course)*	3cr	--		
PROC 5810 Acquisitions Law	3cr	--		
PROC 5820 Operations Management	3cr	--		
PROC 5830 Pricing	3cr	--		
PROC 5840 Negotiations	3cr	--		
PROC 5850 Logistics	3cr	--		
PROC 6000 Integrated Studies in Procurement and Acquisitions Management**	3cr	--		All core PROC courses

***Program pre-requisite requisite courses must be completed before any other core course.**

Electives (15 Hours)

	3cr	--		
	3cr	--		
	3cr	--		
	3cr	--		
	3cr	--		

Electives can be chosen from any department in the Walker School of Business and Technology and approved programs in other schools. Course prefixes include: BUSN, CSSS, ENMG, ENTR, FINC, GCON, GERN, HLTH, HRDV, HRMG, INTB, INTL, MEDC, MNGT, MRKT, NPLR, ORDV, PADM, PROC, SCML, SECR, WSBT.



Degree Plan

Pathways

Actual schedules may vary based on start date and course availability

Full-Time Suggested Pathway w/BUSN 5000

YEAR 1

Term 1	Term 2	Term 3	Term 4	Term 5
BUSN 5000	PROC 5810	PROC 5830	PROC 5850	PROC 6000
PROC 5000	PROC 5820	PROC 5840	Elective	Elective

YEAR 2

Term 1
Elective
Elective

Full-Time Suggested Pathway w/o BUSN 5000

YEAR 1

Term 1	Term 2	Term 3	Term 4	Term 5
PROC 5000	PROC 5810	PROC 5830	PROC 5850	PROC 6000
Elective	PROC 5820	PROC 5840	Elective	Elective

YEAR 2

Term 1
Elective
Elective

Part-Time Suggested Pathway w/BUSN 5000

YEAR 1

Term 1	Term 2	Term 3	Term 4	Term 5
BUSN 5000	PROC 5000	PROC 5810	PROC 5820	PROC 5830

YEAR 2

Term 1	Term 2	Term 3	Term 4	Term 5
PROC 5840	PROC 5850	PROC 6000	Elective	Elective

YEAR 3

Term 1	Term 2
Elective	Elective

Part-Time Suggested Pathway w/o BUSN 5000

YEAR 1

Term 1	Term 2	Term 3	Term 4	Term 5
PROC 5000	PROC 5810	PROC 5820	PROC 5830	PROC 5840

YEAR 2

Term 1	Term 2	Term 3	Term 4	Term 5
PROC 5850	PROC 6000	Elective	Elective	Elective



Degree Plan

YEAR 3

Term 1	Term 2
Elective	Elective



Degree Plan

Master of Arts (MA) Human Resources Management (HRMG) 36 hours

Student: _____
Student ID: _____
Email: _____
Beginning Term: _____
Goal to Graduate by: _____
Academic Advisor: _____

Pre-requisite course (3 hours)

Course	Hrs	Term	Yr	Waiver
BUSN 5000 Business	3sh	___		-----

BUSN 5000 can also be used as an elective if not waived.

Core courses (27 hours)

Course	Hrs	Term	Yr.	Pre-requisite
HRMG 5000 Managing Human Resources (Requisite Course)*	3cr	--		
MNGT 5590 Organizational Behavior	3cr	--		
BUSN 5200 Basic Finance for Managers	3cr	--		
HRDV 5610 Training and Development	3cr	--		
HRMG 5700 Employment Law	3cr	--		
HRMG 5800 Staffing	3cr	--		
HRMG 5920 Compensation	3cr	--		
HRMG 5930 Labor-Management Relations	3cr	--		
HRMG 6000 Integrated Studies in Human Resources Management**	3cr	--		All core HRMG courses

***Program pre-requisite and requisite courses must be completed before any other core course.**

Electives (9 hours)

	3cr	--		
	3cr	--		
	3cr	--		

Electives can be chosen from any department in the Walker School of Business and Technology and approved programs in other schools. Course prefixes include: BUSN, CSSS, ENMG, ENTR, FINC, GCON, GERN, HLTH, HRDV, HRMG, INTB, INTL, MEDC, MNGT, MRKT, NPLR, ORDV, PADM, PROC, SCML, SECR, WSBT.



Degree Plan

Pathways

Actual schedules may vary based on start date and course availability

Full-Time Suggested Pathway w/BUSN 5000

YEAR 1

Term 1	Term 2	Term 3	Term 4	Term 5
BUSN 5000	MNGT 5590	HRDV 5610	HRMG 5800	HRMG 5930
HRMG 5000	BUSN 5200	HRMG 5700	HRMG 5920	Elective

YEAR 2

Term 1
HRMG 6000
Elective

Full-Time Suggested Pathway w/o BUSN 5000

YEAR 1

Term 1	Term 2	Term 3	Term 4	Term 5
HRMG 5000	BUSN 5200	HRMG 5700	HRMG 5920	HRMG 6000
MNGT 5590	HRDV 5610	HRMG 5900	HRMG 5930	Elective

YEAR 2

Term 1
Elective
Elective

Part-Time Suggested Pathway w/BUSN 5000

YEAR 1

Term 1	Term 2	Term 3	Term 4	Term 5
BUSN 5000	HRMG 5000	MNGT 5590	BUSN 5200	HRDV 5610

YEAR 2

Term 1	Term 2	Term 3	Term 4	Term 5
HRMG 5700	HRMG 5800	HRMG 5920	HRMG 5930	HRMG 6000

YEAR 3

Term 1	Term 2
Elective	Elective

Part-Time Suggested Pathway w/o BUSN 5000

YEAR 1

Term 1	Term 2	Term 3	Term 4	Term 5
HRMG 5000	MNGT 5590	BUSN 5200	HRDV 5610	HRMG 5700

YEAR 2

Term 1	Term 2	Term 3	Term 4	Term 5
HRMG 5800	HRMG 5920	HRMG 5930	HRMG 6000	Elective

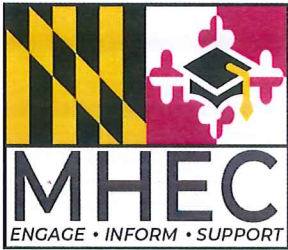


Degree Plan

YEAR 3

Term 1	Term 2
Elective	Elective

Recent Approval Letter



Larry Hogan
Governor

Boyd K. Rutherford
Lt. Governor

Ian D. MacFarlane
Chair

James D. Fielder, Jr., Ph. D.
Secretary

March 16, 2020

Dr. Julian Schuster
President
Webster University
470 East Lockwood Ave.
St. Louis, MO 63119-3141

Dear President Schuster:

The Maryland Higher Education Commission has received a renewal application with the request for extended approval from Webster University to continue to operate in Maryland, offering four previously approved programs at the previously approved site located at Joint Base Andrews, 11th FSS/FSDE, 1413 Arkansas Road, Suite 103A, Andrews AFB, MD 20762. I am pleased to inform you that Webster University is authorized to offer the programs as listed below until August 31, 2025. This decision is based on an analysis of the program proposal in conjunction with the laws and regulations governing academic program approval, in particular Code of Maryland Regulations (COMAR) 13B.02.01. As required by COMAR, the Commission circulated the program proposal to the Maryland higher education community for comment and objection for a 30-day period. The proposal received no comments or objections.

Joint Base Andrews site: Joint Base Andrews, 11th FSS/FSDE, 1413 Arkansas Road, Suite 103A, Andrews AFB, MD

Approved Programs

- I. Master of Business Administration
- II. Master of Arts in Procurement and Acquisitions Management
- III. Master of Arts in International Relations
- IV. Certificate in Government Contracting

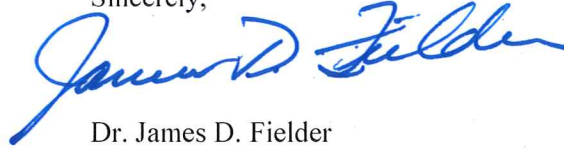
The following conditions apply to this approval:

- 1) Webster University must submit documentation annually demonstrating that the institution meets the faculty requirements of COMAR 13B.02.01.16. The institution must submit the faculty compliance report by July 1st each year for the upcoming academic year.
- 2) Webster University must submit annually the enrollment data required by COMAR 13B.02.01.08B(4)(q). The institution must submit the student enrollment data report by September 1st each year for the preceding academic year.

An electronic renewal form and the regulations for out-of-state institutions are available on the Commission's website under "Academic Approval Process" at www.mhec.maryland.gov. In order to operate at the approved locations after the stated expiration date, the renewal application should be completed and submitted to this office no later than five months before the institution proposes to commence operation for the academic year 2025-2026. If applicable, the use of VA benefits for these programs should be coordinated through Ms. Trish Gordon, Director of Academic Affairs. She can be reached at 410-767-3098.

Please keep us informed of any changes contemplated in your offerings in Maryland. We look forward to continuing the cooperative relationship developed between your institution and the Maryland Higher Education Commission.

Sincerely,



Dr. James D. Fielder
Secretary

JDF:KKS:jmc

C: Ms. Kristinn Wise, Assistant Director, Webster University
19175 – OOS Webster University Renewal