Northwest Educational Outreach Network (NEON)
Program Memorandum of Agreement
for the
Supply Chain Management Graduate Certificate

The Northwest Educational Outreach Network (hereinafter called "NEON") is a program operated by the Western Interstate Commission for Higher Education (WICHE) to form partnership among institutions (hereinafter called the "NEON Members") to expand educational offerings.

This Memorandum of Agreement is entered into by University of Alaska Anchorage, College of Business & Public Policy (hereinafter called the "University") regarding the creation of the NEON inter-institutional graduate certificate program in Supply Chain Management, which will be offered completely at a distance.

The NEON Members initiating this memorandum and agreeing to these terms and conditions include:

Boise State University
University of Alaska Anchorage

It is understood that additional parties may be invited to join this cooperative effort as NEON Members.

The University will participate in this inter-institutional program by granting a graduate certificate in supply chain management to students who successfully complete the inter-institutional program.

The University agrees to provide distance education courses for students admitted to the program by other NEON Members, to incorporate approved courses offered by other NEON Members into its appropriate degree and certificate, to admit fully qualified program applicants and to advise graduate students in the inter-institutional program.

The University agrees to respect the academic standards and quality of the academic departments involved in this joint program. Faculty members of the NEON Members who provide instruction in this program must meet qualifications for teaching graduate courses at their employing institution; further documentation or approval will not be required by the other NEON Members.

The University retains the right to:

1. Uphold its established University admission processes and admission standards for students entering the inter-institutional program as students of the University.
2. Monitor academic performance, enforce standards, including disciplinary policies and procedures, and adherence to all other graduate school policies for students admitted to study at the institution.
3. Conduct graduation audits to assure compliance with University requirements.
4. Follow its established University review processes for approval of and modification to the curriculum.
5. Implement its University processes for course and program assessment.

Institutional courses designated as "NEON courses" will be:

1. Taught by faculty members approved by the NEON Member that provides the instruction.
2. Taught according to the published schedule and at the enrollment capacity agreed upon by the inter-institutional program faculty.
3. Priced to all students enrolled in the NEON section of the course at the current NEON credit hour price for the program as approved by the administrative representatives at each institution and the NEON management.
4. Open to other qualified students on a space-available basis.

Each NEON Member has the following responsibilities related to the inter-institutional program:

1. Support the development and delivery of courses taught by its faculty.
2. Provide student services and internet-based program information to support the NEON program.
3. Provide web-based information about the NEON program and maintain links to the NEON web site for purposes of marketing the program and providing information to students and the public.
4. Support faculty participation in inter-institutional program faculty meetings and faculty development workshops.
5. Offer the courses it is assigned to teach according to the published schedule and provide the agreed-upon enrollment capacity for each course.
6. Comply with the pricing and fee sharing agreements negotiated for this NEON inter-institutional program.
7. Notify the NEON management and all NEON Members partnering in the program if it wishes to withdraw from the program. Such intent must be announced to the NEON management and all NEON Members partnering in the program a full twelve months in advance of the date of withdrawal and provisions made to allow admitted students to complete program requirements.

If the decision is made to discontinue the program every effort will be made, in accordance to the NEON Member's policies, to allow NEON students who are currently admitted to the program to complete the program within two years and no students will be allowed to take more than three years from the dissolution date to complete their program.

By affixing the appropriate signatures to this document, the College of Business & Public Policy at University of Alaska Anchorage indicates its intent to participate in the inter-institutional graduate certificate program in Supply Chain Management of the Northwest Educational Outreach Network (NEON) and to adhere to the terms of the Memorandum of Agreement.
Signed the 31 day of October, 2005.

[Signature]

Signature of Program Chair

[Signature]

Signature of College or School Administrator (Dean)

N/A

Signature of Graduate School Administrator (Dean)

[Signature]

Signature of University Academic Officer

N/A

Signature of Continuing Education Administrator, if applicable

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