

Recommendation 8: Program Effectiveness Distance Education

Committee: Members of the Educational Technology Committee. All others invited to attend meetings to add to discussion. Meetings are held on the 1st and 3rd Wednesday in LADM 220 from 1 to 2:30.

Activity	Responsibility	Timeline	Status
Recommendation made to Planning and Program Review to add questions to Program Review and Planning documents for instructional disciplines to discuss Distance Ed courses offered.	Planning and Program Review Committee	April 24, 2009	Recommendation sent to Planning and Program Review committee on March 30, 2009
Develop and discuss reports regarding distance education at course level, discipline level and campus-wide regarding: Retention Success (pass rate) Persistence Reports to include comparison to face-to-face delivery	Research and Planning Department Chairs Deans Instruction Assessment Specialist VPI ETC	May 29, 2009	
Document the approval process currently I use and implement an assessment process to evaluate effectiveness	ETC	April 15, 2009	
Quality Improvement Cycle Course Approval – modify DE addendum Instructor Approval – Modify existing checklist and rubric Develop process for hands-on certification Develop student evaluation tool Professional Development Determine training topics/dates for 09/10 Explore the hiring of an instructional designer Develop mentoring plan for 09/10 Design instructor self-assessment tool	ETC Professional Development VPI	March 31, 2009 April 30, 2009 May 29, 2009 Fall 2009 Fall 2009 Fall 2009 May 29, 2009 April 30, 2009	
Improve Communication Design and implement DE portal Establish process for face-to-face meetings with Instructors and ETC	ETC Web Master	May 29, 2009 May 29, 2009 to be implemented for fall 2009	