



<b>Category</b>
<b>DISTANCE EDUCATION COMMITTEE – 6:10:00:30</b>
<b>Approval</b>
<b>President’s Council Approved:</b> December 9, 2016
<b>Effective Date/Approved:</b> January 1, 2017
<b>Revised:</b> January 12, 2009; December 9, 2016
<b>Responsible Party:</b> Vice President for Academic Affairs

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**I. PURPOSE**

The Distance Education Committee is a recommending body organized to have oversight of distance education delivery at Motlow State Community College. Recommendations flow from the committee to Vice President for Academic Affairs, to the President, who has final approval.

**II. DUTIES**

- A. The duties of this committee are:
1. Develop and review periodically the policies and procedures regarding distance education delivery.
  2. Provide overall direction to the distance education delivery program.
  3. Review periodically and respond to changing technologies as they relate to distance education offerings.
  4. Facilitate ongoing support of the distance education delivery program and courses.

**III. MEMBERSHIP**

- A. This committee is composed of the following members:
1. Three Deans or Assistant Deans (rotating biennially)
  2. Vice President for Academic Affairs (Ex-officio)
  3. Representative to the TBR Distance Education Committee (Ex-officio)
  4. One faculty members from each of the academic divisions
  5. An adjunct faculty member may volunteer.
- B. Any faculty member from the academic divisions is eligible to be nominated by his/her Curriculum Chair for a two-year period of membership.
- C. The three Deans or Assistant Deans will be selected by the Vice President for Academic Affairs for a two-year period of membership.
- D. The Vice President for Academic Affairs will serve indefinitely.
- E. A chair and secretary are elected by the committee biennially.