

**ANNUAL REPORT**  
**Date Due: July 31, 2008**

Distance Learning Advisory Committee

**University of North Alabama**  
**Florence, Alabama**

**Paulette Alexander**  
*Committee Chair*

**July 31, 2008**  
Date submitted

Submitted to: George Makowski  
Chair, SGC

\_\_\_\_\_  
Date received

# UNIVERSITY OF NORTH ALABAMA

## ANNUAL REPORT

Applicable academic year (e.g., 2007-2008)

### I. Executive Summary

**The Distance Learning Advisory Committee considered issues related to contracts for developing and maintaining DL course, the availability of courses throughout the curriculum, the gaps in offerings in general education and other programs, and the needs of the faculty in developing and maintaining quality in DL courses and programs. The full committee scheduled six meetings, organized for additional meetings in subcommittees of the full committee, and communicated by e-mail between meetings. A survey was conducted concerning topics of interest to faculty (to learn about or share best practices) regarding DL pedagogy and technology. Based on the responses to our survey, a one day Distance Learning Best Practices conference was held on May 9, 2008. The committee devoted its attention for the entire spring semester on organizing the conference, which was well received by presenters and attendees as well. The consensus seems to be that it should become an annual event.**

### II. The Committee's Charge

- 1. To serve as a general advisory committee for the University's distance learning program**
- 2. To aid the coordination of distance learning programs by gathering information on such programs across the campus and providing this information to program heads and administrators**
- 3. To develop recommendations for the improvement of distance learning programs**

### III. The Committee met on the following dates:

**11/13/2007, 11/27/2007, 1/10/2008 (cancelled, quorum not available),  
2/20/2008, 3/19/2008 (cancelled, quorum not available, subcommittees met),  
5/9/2008 (Best Practices Conference)**

### IV. What were the Committee's actions and accomplishments this year relative to each of the items of the charge?

- 1. The committee's meetings all included updates concerning the enrollments and availability of DL courses which was used to inform the planning for the Distance Learning Best Practices Conference**

2. **The Distance Learning Best practices Conference addressed all of the items in the charge. The program is provided as a separate file.**

V. What were the Committee's formal recommendations?

**The committee approved a recommendation to organize the Distance Learning Best Practices Conference and ask for financial support from the Vice President for Academic Affairs and Provost.**

VI. What does the Committee plan to accomplish

A. In the coming year?

- Evaluate the 2007-08 Distance Learning Best Practices Conference
- Organize the 2008-09 Distance Learning Best Practices Conference
- Continue to evaluate the processes and funding for contracting with faculty to develop and maintain DL courses
- Continue to consider the adequacy and availability of DL courses
- Continue the study of quality of DL courses
- Continue to evaluate technology options available to support students and faculty in DL courses

B. In future years?

**Look for ways each year to contribute to the currency and efficiency of our technology and to enhance the availability of quality distance learning opportunities for our students in an environment of ever-changing technology and university growth patterns.**

VII. What are the Committee's weaknesses?

**The committee has not identified any weaknesses specific to this committee. The difficulty in finding suitable meeting times is probably the committee's most difficult problem.**

A. What can the Shared Governance Committee help you do to address the weaknesses?

**If the University could establish a scheduling pattern where certain times are reserved for committee meetings and then those could be coordinated so that members sitting on multiple committees would not have routine time conflicts, that would be a great addition.**

VIII. Comments: **None**